



Library
Central Campus
BCCC

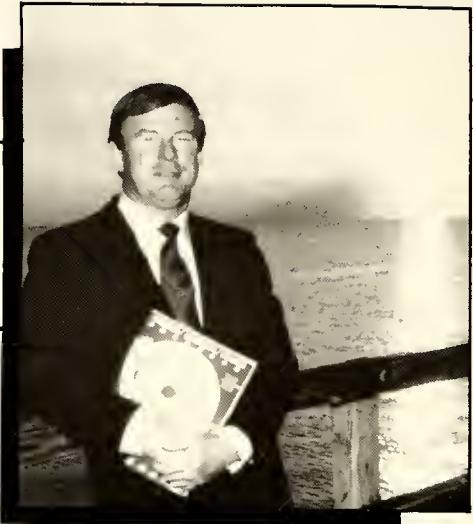
Community
College



Student Handbook
1992-1993

BROWARD COMMUNITY COLLEGE

Office of the President • Fort Lauderdale Center • (305) 761-7401



Dear Student:

Welcome to Broward Community College! We are most pleased that you have selected this fine College to help you reach your goals.

Broward Community College is a vigorous institution with a proven performance record for more than 30 years. The College offers programs for those students planning to transfer to upper-division institutions, for others who plan to pursue and continue careers in this area, and for those seeking personal enrichment or professional improvement. We have gained a national reputation as a leading urban, comprehensive community college serving the diverse higher education needs of Broward County.

Broward Community College is a teaching institution, and facilitating your individual learning is our most important concern. We encourage you to call on us to assist you in every possible way as you pursue your higher education objectives. Please make sure that you use the resources available to you as a student at BCC. We want to help assure your success.

On behalf of the entire College family, let me extend a most cordial welcome. Join us in making your college experience a pleasant and rewarding one.

I look forward to seeing you on campus.

Sincerely,

A handwritten signature of Willis Holcombe.

Willis Holcombe
President

jhw

A HUGH ADAMS
CENTRAL CAMPUS
3501 Southwest Davie Road
Davie FL 33314

FORT LAUDERDALE CENTER
225 East Las Olas Boulevard
Fort Lauderdale FL 33301

AN EQUAL ACCESS/EQUAL OPPORTUNITY INSTITUTION

NORTH CAMPUS
1000 Coconut Creek Boulevard
Coconut Creek FL 33066

JUDSON A SAMUELS
SOUTH CAMPUS
7200 Hollywood/Pines Boulevard
Pembroke Pines, FL 33024

Preface

The Student Life Handbook of Broward Community College is published each summer by the Student Life Office. Its purpose is to provide you with a reference for campus activities, student life, and college procedures.

It is noted that although the information contained is carefully collected it will not take the place of talking to someone. Faculty, administration and college staff members have chosen this college as a place for their work, and meeting you is part of this experience.

In a large community college many students may come and go without meeting those who are a part of the college. Make every effort you can to introduce yourself. Meet professors, deans and academic advisors, you will be glad you did.

The information in your Student Handbook should be used in conjunction with the college catalog.

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Academic Divisions

Division of Math and Science

The Division of Mathematics and Science offers the student an opportunity to study the mathematical and scientific concepts necessary for general education requirements, as well as further study in the areas of engineering, mathematics, science, and related fields.

Suggested program sheets are available in Biology, Chemistry, Engineering, Forestry, Geology, Optometry, Pharmacy, Medicine, Chiropractic, Astronomy, Mathematics, Physics, and Agricultural Science.

Mathematics

The Mathematics curriculum has course offerings covering a variety of needs. Course prerequisites for Physics, Engineering, and Business are included. Entering students will be assigned to the mathematics course best suited to their needs and abilities based on results from placement tests and previous mathematic course work. MAT0012, MAT0024, and MAT1034 are basic studies courses designed to correct deficiencies in the student's mathematic background. Neither MAC0012 nor MAT0024 will count toward degree requirements. However, MAT1034 counts as three semester hours of elective credit. Courses that carry mathematics credit include MAC1102, MAC1132, MAC1133, MAC2311, MAC2312, MAC2313, MAP2302, MAS2103, MGF1202, and STA2014. Applied Mathematics, MTB1310, is designated for associate of Science degree programs only. Please consult the college catalog, an advisor, or the mathematics department head for more information concerning mathematics courses and requirements.

Biological Science and Physical Science

The Biological Science Department offers courses in Biology, Anatomy and Physiology, Microbiology, Botany, Zoology and their attendant laboratories. In the Physical Science, courses in Astronomy, Geology, Physics, Chemistry, Physical Science, and some accompanying laboratory courses, are offered. Some lecture and laboratory courses are corequisites. In some instances, prerequisites

apply and require a grade of "C" or higher. Refer to descriptions of individual courses in the college catalog. The science course offerings cover a variety of needs including courses for science majors as well as students in related fields. In addition, courses are provided to meet the general education requirements for non-science majors and the specialized needs of technical students. Many of the science courses are sequential. Students beginning sequence courses such as APB1811-1812, CHM1040-1041-1046E, CHM1045-1046, CHM2210-2211, PHY2048-2049, and PHY2053-2054 should plan to complete the sequence in this college to avoid transfer problems.

English

The English Department at Broward Community College has courses and programs to help students improve their writing skills. Courses in grammar and English composition can prepare one for the future, whether planning to enter a professional or technical field. Students learn to write a well organized, coherent paper such as a letter, memorandum, essay, company report, or formal research paper. Courses in creative writing provide an opportunity to develop skills in writing poetry, short stories, or drama. Literature courses range from the traditional ones which explore the various facets of life, reflect the periods in which they were written, and tell how man relates to concepts such as heroism, duty responsibility, and the male-female relationships to science fiction which speculates about the effects of scientific methods on mankind. A staff of instructors, each an expert in his or her field, is available to work with students in and out of class.



English as a Second Language

Courses in English as a Second Language are designed to give both the international student and the nonnative language learner a mastery of basic English as well as intermediate and advanced communication skills. Courses to enhance writing skills include an introduction to English as a Second Language: Grammer I and II, and Developmental Composition I and II which emphasizes writing the paragraph and the multiparagraph papers.

Courses such as Phonetics of the American Language and Communication Skills for Non-native English Speakers guide the student toward acceptable pronunciation, phrasing, and intonation of American English and its application to a variety of communication situations.

Reading

The reading courses are designed to help students improve their reading comprehension so that they can better understand required reading material. In addition, the courses also include a variety of study techniques and test taking strategies.

Journalism

The Journalism curriculum offers students courses in writing and editing, as well as the opportunity to put their knowledge to use by writing for college publications. Students have the opportunity to compete in state and national competitions and may find that the B.C.C. Journalism program provides a pathway for media employment upon graduation.

Modern Foreign Languages

Students enrolled in foreign languages will receive intensive preparation in the basic skills of the language so that they can continue their studies after graduating from Broward Community College. Modern and traditional methods help students learn the language and gain insight into the culture.

Speech Communications

Enrollment in speech courses offer students opportunities to develop public speaking and interpersonal communications skills, engage in general speech improvement and to specialize in interest

areas such as Radio/Television, Argumentation and Debate, Nonverbal Communication, Group Discussion, Oral Interpretation and Voice and Diction. Students may select electives which fulfill general education requirements, as well as beginning courses of study for majors and minors in Speech Communication and Radio/Television.

Health, Physical Education Recreation, and Dance

The HPRD Department has created a core of wellness courses that are designed so that students of all ages can maintain and/or improve his/her physical health. Several of the core courses require students to participate in assessment procedures which will indicate their strength, flexibility and cardiovascular endurance levels. These target areas, coupled with nutrition plans, activity training and safety information, form the common core curriculum of the wellness courses. Each two credit hour wellness course will provide 16 hours of lecture and 32 hours of activities. The difference between the wellness courses is in the exercise method utilized by the students to achieve their desired fitness levels. A variety of methods were designed to accommodate student activity preferences.

The two credit-hour wellness core courses are:

PEM1131 Weight Training,
PEM1145 Walk/Jog/Run,
PEM1171 Aquatic Fitness,
PEM1107 Slimnastics,
PEM1930 Aerobic Movement,
HLP1081 Health Fitness.

All of the A.A. degree programs will require the student to complete four credit hours in HPRD which must include one of the above two credit-hour wellness courses. The remaining two credits will be selected from any one credit hour activity classes offered by the department.

A.S. degree students are required to complete a wellness track course to fulfill their two credit-hour requirement in HPRD.

No exemptions shall be permitted from this HPRD activity requirement because of age, veteran status, or medical reasons. (Note: students with medical restrictions must, with physician's approval, participate in appropriate HPRD activity classes on a modified basis or participate in any HPRD class specifically designed for the medically restricted with permission of the HPRD department head. Students with total activity restriction must enroll

HPRD (cont'd)

in designated HPRD lecture classes with medical verification which is approved by HPRD department head and take the lecture portion of a wellness course of their choice. (Medical restriction forms may be picked up at the HPRD office.)

Students should be aware that participation in physical activity carries a degree of risk, therefore, students are expected to follow instructions and safety precautions given by the HPRD instructor. Also, students **must** inform instructors of any existing medical problems. (Note: The college does not carry insurance to cover accidents which occur during college classes.)

Departments of Behavioral and Social Sciences

The Department of Behavioral and Social Sciences offers academic courses collegewide, leading to the award of the Associate of Arts degree. Credit may be earned in the following disciplines/areas: Anthropology, Education, Geography, History, Philosophy, Political Science, Psychology, Public Administration, Religion, Social Work and Sociology. Objectives of various offerings are designed to assist students in acquiring greater information and knowledge about the human condition and a broader understanding of and appreciation for our social, cultural, political and economic traditions and institutions, as well as those of other peoples. Course work leading to the award of the Associate of Science degree is also offered in Child Care Center Management for those wanting to prepare for a career in the field of early childhood education and child care services.

Humanities and Fine Arts

The Department of Humanities and Fine Arts offers students the opportunity to investigate and acquaint themselves with the Visual Arts, Theater, Music Performance and Music Education. Students may select courses which increase their understanding and appreciation for the arts and humanities as a part of their general cultural knowledge, or they may follow a program of study in one area leading to a major at a senior institution. Arts activities, open to all students, are available in Visual Arts, Theater, Chorus, Opera, Band, Orchestra, and Jazz.

Center for Health Science Education

Broward Community College offers 13 health related programs leading to an A.S. degree or certificate: Dental Assisting, Dietetic Technology, Medical Assisting, Medical Laboratory Technology, Paramedic, Physical Therapist Assisting, Respiratory Therapy, Radiological Technology, Radiation Therapy and Ultrasound. Admission to these programs is limited because of clinical facilities and staff.

Engineering Technology

The Engineering Technology Institute offers A.S. degree programs in a variety of disciplines. Engineering technicians are educated in the theory and application of engineering principles. They are employed in a wide variety of areas from research to production. The A.S. degree program is transferable to universities offering degrees in Engineering Technology.

Electronics Engineering Technology

Graduates of the A.S. degree program will have extensive knowledge of electronics including microprocessors, microprocessor applications, linear integrated circuits, and electronic communications.

Architectural Technology

Architectural Technology provides the basic concepts and practices employed in the architectural field. Specific problem-solving situations qualify the students for architectural drafting, computer aided design (CAD), pictorial and model presentation, and fundamental design, concepts and theories are also covered. Students in the A.A. college parallel are eligible upon graduation to transfer into third year programs at many universities.



Building Construction and Civil Engineering Technology

Building Construction and Civil Engineering Technology programs prepare students for employment as drafters, designers, estimators, surveyors, or field supervisors. The programs emphasize fundamentals for the design of buildings, bridges, highways, and utilities.

Associate degree in Computer Science

Computer Science Technology provides a succession of courses designed for the understanding of concepts, principles, and techniques involved in the electronic processing of data. The student will take a variety of programming languages such as BASIC, FORTRAN, COBOL, PASCAL, and "C" as well as the most popular microcomputer application software such as Lotus, WordPerfect, and dbase. Two separate A.S. degrees exist, one emphasizing business applications, the other one emphasizing scientific programming.

Automotive Technology

Automotive Technology provides training in the service of state of the art automotive products. Course work includes technical and academic courses and cooperative education field experience.

Landscape Technology

BCC graduates in Landscape Technology are provided with the basic concepts and practical information necessary to succeed in either Landscape Design and Installation or Nursery Production. In addition to fundamental instruction, pertinent business management techniques are taught which enable students to enter the Horticulture professions with beginning managerial capacities. Accompanying courses in exotic and native plants, tropical fruits and weed control are available as electives and can be coupled with other courses for a background in landscape management or golf course management. Contact the Landscape Technology Department for counseling towards an exciting and profitable career in Horticulture.

*Reminder. All activities require Student I.D. Card for entrance.
Lost cards can be replaced by Student Life*

Careers in Horticulture

BCC graduates are taught the basic concepts and practical information with a "learn it tonight, use it tomorrow" philosophy. Classes include theory, textbook principles, and sound business techniques; and combined with instructors experience in the field offer the students an unmatched educational background in this exciting and lucrative career.

Courses include xeriscaping, native and exotic plants, tropical fruits, landscaping, trouble-shooting horticultural problems, and state-of-the-art nursery structures and equipment. Prepare for a profession in landscape design, landscape installation, nursery production, sales, landscape and turfgrass management or a backyard specialty nursery.

And don't stop after graduation! A constant stream of courses are offered for continuing development in this intriguing vocation.

Call Doug Palmer or David McClean at 475-6706 for registration information.

Pest Management Careers

Super roaches, terrible termites, formidable fleas: all the insect horrors of South Florida's subtropical climate become grist for the income mill of the certified pest control operator and educated technician. Careers open daily in this high-tech service field in areas of structural pest control, landscape and ornamental plant pest management, and aquatic vegetation control. Courses lead to licensing in all of the above and include business management techniques as well. A future in pest management combines the altruistic, human aspects of meeting and helping people in the factual world of applying modern chemical knowledge in harmony with an increasingly fragile environment. Contact Doug Palmer at 475-6706 for registration information.

Criminal Justice Institute

The Criminal Justice Institute offers academic education in the Associate in Arts and Associate in Science degrees. These programs are available to pre-service and in-service students in the area of Criminal Justice and Crime Scene Technology.

The Institute is certified by the Florida Criminal Justice Standards and Training Commission as a training center for both police and corrections entry

Criminal Justice (cont'd)

and advanced programs.

The Criminal Justice Institute, in cooperation with all Criminal Justice agencies in Broward County, strives to meet students' needs through the above programs and through the presentation of workshops and seminars presented by local, state, and national experts who are qualified in specific areas.

The Institute operates with the combined support of the College, the Broward School Board, the Chiefs of Police Association, Region XIII of the Law Enforcement Training Trust Fund, and the Criminal Justice Standards and Training Commission.

Military Science/Army ROTC

Army ROTC (Reserve Officers' Training Corps), is a program that provides college-trained officers for the U.S. Army National Guard and the U.S. Army Reserve. It is open to any full-time student, male or female, attending Broward Community College who is between the ages of 18 to 26 (up to age 28 for veterans). ROTC enhances a student's education by providing leadership and management experience found in few other college courses. This training helps students develop self-discipline, physical stamina, and poise; qualities basic to success in any worthwhile career. Students can earn a commission as a second Lieutenant in the U.S Army, (Active, Reserve, or National Guard), while earning their college degree.

Subjects (one credit hour each) cover the areas of management principles, national defense, military leadership development, military courtesy, discipline, and military skills. Uniforms and necessary military science textbooks and materials are furnished at no cost to students. For further information, call 284-4673 (University of Miami).

Open College

Open College is an innovative distance learning program. Open college provides college credit courses by directed study (most on video tape) so that students may remain at home while taking classes and traveling to campus a few times each term for reviews and examinations.

The variety of courses offered through Open College allows students to make significant progress

toward the Associate in Arts degree from Broward Community College. During the academic year, students may choose from courses offered in social sciences, composition, humanities, sciences, business, and other areas.

Each Open College course carries regular college credit and each is equivalent to the courses offered on campus. The requirements for the courses include lectures on video and audio tapes in place of formal classroom sessions. Students in Open College courses maintain contact with each other by mail and telephone, through discussion sessions, and, of course, the examination sessions.

Information about the schedule of Open College courses may be found in the registration offices, in counseling offices, or in the Non-Traditional Programs Department in Building 7, Room 257, Central Campus, or by calling 475-6566.

Weekend College

Weekend College is a convenient, flexible, accredited program that offers motivated students an opportunity to pursue, continue, and/or accelerate their education. It has been designed for the adult student whose work and home schedule makes it difficult to enroll in the regularly scheduled day or evening classes.

If a person is employed full time, a full-time mother with children, a student who wishes to devote the extra effort needed to accelerate progress toward a degree, someone who wants to make more productive use of their leisure time, or an individual who simply prefers taking classes on the weekend, this program will meet their needs.

Weekend College offers courses to fulfill the Associate of Science in General Studies or the Associate of Arts Degree in Humanities, Social Sciences, Communications and Business Science, Computer Science the basic Natural Science areas. The courses are offered on Friday evenings, Saturday or Sunday, in four hour time blocks, once a week for eight weeks, or in three hour blocks, once a week for sixteen weeks. In all cases, Weekend College instructors make themselves available to students during the week for telephone consultation.

All Weekend College courses are full credit college courses offered by the BCC academic department and faculty and are transferable to upper division colleges.

Information about the Weekend College courses may be found in registration and counseling offices on all campuses or in the Non-Traditional Programs Department on Central Campus in Building 7 Room 257 or by calling 475-6566.

Foreign Study Program

Broward Community College provides students with several opportunities to enroll in overseas academic programs. It is recognized that students will benefit from the added dimension to their education by participating in a foreign study experience. BCC has conducted study programs in foreign locations since 1974. Students participating in these programs receive transferable college credit. Both short-term(summer) and long-term(semester) programs are offered. Examples of study abroad programs offered at BCC include:

Semester-in-Spain Program

The BCC Center in Spain was established in 1979 to provide students with an opportunity to study for several months in a foreign country at a reasonable cost. Students live and attend classes in the beautiful city of Seville, Spain and earn 15-18 semester hours credit by participating in the program. Unlike other programs in Spain, the BCC program does not require proficiency in Spanish - any student may participate as the language of instruction is English. Students participating in this program may choose from several housing options including Spanish families, dormitories, and pensions. The approximate per student cost is appropriately \$4,500. per semester, including air fare.

College Consortium for International Studies (CCIS)

Broward Community College is an active member of the College Consortium for International Studies, a national organization founded for the purpose of providing high quality international programs abroad. As a result of membership in CCIS, BCC offers semester-length academic programs in over a dozen countries including England, France, Italy, and Israel. Students earn BCC credits when they enroll in any of these programs.

Summer Foreign-Study Program

Broward Community College also conducts several short term overseas academic programs in

foreign locations during the summer terms. By taking advantage of group rates and favorable arrangements with area travel agents, the college is able to offer these overseas academic programs at considerable savings. All foreign-study courses combine on-campus instruction with the foreign travel experience. Participants typically earn six semester hours of credit in a variety of subjects; many courses are fully accredited and may be applied toward a degree at BCC or used for other purposes such as certification renewal and/or incentive awards for public school teachers. Approximately five different study tours are offered each summer, with opportunities to study in Europe, the Middle East, Mexico, and the Orient.



Honors at Graduation

Completion of a minimum of forty semester hours at Broward Community College is required to be eligible for Honors. The calculation of the grade point average for honors includes Broward Community College records of all work attempted.

Students who achieve a high level are accorded honors at graduation as follows:

With Honors- a grade point average of 3.250-3.499

With High Honors- a grade point average of 3.500-3.749

With Highest Honors- a grade point average of 3.750-4.000

Members of Phi Theta Kappa Scholastic Honorary Society wear gold stoles and tassels at graduation.

Graduates of the Honors Institute are also recognized at graduation.

Student Services

STUDENT AFFAIRS

Broward Community College welcomes you and hopes that you will use your time, talents and efforts while here to produce a happier and more productive life. We, the Student Affairs staff, faculty and administration will help you to develop and achieve your goals. Student Affairs areas - all with unique services and functions - work together to provide the students with a total package of information, help and enjoyment.

Use our services, our people, and our resources on your way. Doors are open wherever you go; stop by for information, advice, help in making academic, personal, career decisions - and if the "going gets rough," a helping hand will always be available. Have a great year and future.

Administration

Dr. George Young Vice President of
Student Affairs

Dr. Thomas J. Ryan Dean of Student Affairs
Central Campus

Dr. Leonard Bryant, Jr. Dean of Student Affairs
North Campus

Susan Malter Dean of Student Affairs
South Campus

Day and evening hours are available.

Please Call:

Central - Bldg. 07 2nd floor 475-6520

North - Bldg. 48 2nd floor 973-2300

South - Bldg. 71 2nd floor 963-8875

Fort Lauderdale Center 1st floor 761-7420

Career Centers

Career Centers provide career counseling and information to help students make the most of their education experience. The staff can assist students in formulating and carrying out career and life goals. Individuals lacking direction, or who are considering two or more career alternatives, or who have already selected a career goal, can find valuable information and tools that will help them plan for the future and gain the most from their Broward Community College experience. A Career Resources Library with extensive self-use

information on careers, job search strategies, college catalogs and educational directories, is available on each campus. Each Resource Library includes computerized occupational information systems, such as:

1) MICROCHOICES an interest survey system that has information on over 1,200 occupations and is programmed with data pertaining to Florida.

2) SIGI PLUS a comprehensive system incorporating nationwide occupational information and has over 200 occupational descriptions designed for the adult learner.

Counselors

Counselors provide students support in resolving academic and personal problems while exploring and developing realistic life and career goals. Career interest tests and personality inventories are available as part of this process. Whether a student has a problem, wants information or just needs to talk, the counselor is a friend interested in the student as an individual and a student.

Job Placement

Assistance with job hunting is available through the Job Service of Florida located near the Career Center on North and South campuses. Central Campus has a job placement program that is separate from the job service program.

Professional placement counselors are available to provide skill assessments and information on related jobs chosen from the thousands of part and full-time openings listed each year. Average wages offered are \$5 to \$10 per hour, and every effort is made to place students in the field of their choice. Help is also available with resume writing and interviewing techniques.

This is a free service offered to all BCC students and community members who are U.S. citizens and to all non-citizens provided they have INS approval to work.

See the Job Placement Office on your campus for additional information:

Central Campus	475-6612
North Campus	973-2282
South Campus	963-8866

Academic Advisors

Academic Advisors help students choose courses based on their respective academic programs each semester and evaluate their progress as they proceed toward degree goals. Students who plan to transfer to another college should request advisors to help them make certain they have the necessary courses for the college of their choice.

Academic Intervention Services

Academic Intervention Services provides those comprehensive support programs and activities that will increase student retention and enhance student persistence from entry into college to the completion of the student's educational, personal, and career aspirations.

Through AIS, students receive career counseling, academic counseling, personal counseling, individualized programmed learning center experiences, CLAST preparation, tutoring, financial aid information, group support sessions, work study placement, and the like.

Academic Intervention Services has a special component, the Mentor Program, geared toward the successful retention and graduation of African and other minority students.

Additional information relative to specifics can be obtained from the Program Director.

Financial Services

Student Financial Services provides counseling and funding to assist students in meeting the cost of obtaining an education at Broward Community College. Information on federal and state grants, loans, employment, and scholarships is available. Assistance in understanding and completing the necessary forms is provided. Applications for financial assistance must be submitted each year. Priority consideration is given to those applications filed before April 15. Students needing financial help to attend or continue as a student at Broward Community College can speak with a Financial Services Advisor At Central (475-6573); South (963-8845); and North (973-2330).

Disability Services

As an Equal Access/Equal Opportunity Community College, Broward Community College seeks to comply with all relevant laws enacted at every level of government to provide services for students with special needs. Disabled students are assured participation in all college activities and services. Individuals who plan to attend Broward Community College should contact the Disability Services Coordinator on Central Campus. These students will be assisted in adapting to the college environment, and information will be given on how to utilize, most effectively, all aspects of Broward Community College.

Some of the services available are note-taking, specialized testing, sign language interpreters, readers, and tutoring/counseling. Specialized equipment is also available to assist disabled students in pursuing their academic objectives. Students receiving assistance from Vocational Rehabilitation or Blind Services are required to apply for financial



Disability Services (cont'd)

assistance at Broward Community College.

Students with disabilities who need assistance may contact the Disability Services Coordinator on Central Campus at 475-6527.

Project You-A Single Parent/Displaced Homemaker Program

Project you, a Program available to students an all campuses is designed to help single parents or Displaced homemakers who seek to increase earning power through education. Students may choose courses of Study (leading to certificates or Associates of Science degrees) from a list of approved programs. Project you is open to both full time and part time students and offers financial assistance to those qualified.

Contact the Project You Coordinator at 973-2232.

Cooperative Education

Cooperative Education (Co-op) is a nationally recognized academic program that combines on-campus study with related work experience.

How Does Co-Op Work at BCC?

Three different plans are available.

1. Cooperative Education Work Experiences - Students work in a paid, full-time, or part-time job directly related to their fields of study.

2. Cooperative Education Internship - Students work in a part-time volunteer position directly related to their fields of study. This is particularly helpful for Social Science, Health, Education, and Communication majors.

3. Cooperative Education for Working Adults - Students use their current employment if it is related to their academic major. Job duties may be modified or enhanced in cooperation with their employer.

W.I.N.G.S. (Women Investigating New Goals and Services)

Objectives

The Displaced Homemakers Program (also known as W.I.N.G.S.) assists women over 35 years of age who are separated, widowed, divorced or have a

disabled spouse. The program women in promoting independence and economic self-sufficiency; in helping women make decisions and set goals for training and employment opportunities; and in helping women develop coping skills to deal with changes in life.

Services

Through one to one counseling, structured classes and ongoing support groups, clients will be helped to improve their self image, assess their job skills, acquire additional skills were needed, and become proficient in using the appropriate skills in necessary to find suitable employment.

Workshops

Workshops include building self confidence, understanding change, managing stress, assertiveness, values clarification, communication (listening skills), time management, budgeting and credit, goal setting, resume writing, and interviewing skills.

Contact Carol Faber at 973-2398 (North Campus) or Brenda Gregory at 963-8874 (South Campus).

Program For Returning Students

Workshops and classes are provided on all three campuses which serve to help men and women explore career and educational options through self-assessment, assertiveness training, career exploration, decision making, resume writing, and job-seeking skills. The goal is to foster independence and the ability to make carefully thought out decisions. (Services include short courses, special programs, workshops, individual assessment, and referral.) These activities are open to all students



and community residents and include referral, support, and programming.

Contact the respective campus directors for current programming.

Central	475-6600
South	963-8865
North	973-2232

Security

All students are required to have a parking decal which is available at the Security Offices in building 7 at Central Campus, Building 48 at North Campus, and Building 71 South Campus.

Traffic rules include obeying all posted signs, as well as parking in designated areas. Students may not park in any reserved area such as staff/faculty, handicap or no parking areas, fire lanes or loading zones. Parking on the grass is not permitted except in those areas marked by "temporary parking" signs.

Those students who use the handicap parking must have a "State Handicap" decal. Special permits for temporary disabilities may be obtained from the Security offices on Central and North Campus, and the Handicap Affairs Office on South Campus. Upon completion of a Broward Community College physician's form, a special permit will be issued and parking assigned. Special permits are not for use in designated handicap parking and are subject to fines and/or towing by local law enforcement agencies.

Traffic rules and regulations are enforced and parking citations will be issued to those students violating them. Booklets and fine rates may be obtained at the Security offices on each campus. If not paid by the end of the term, grades will be withheld.

Local law enforcement agencies have the jurisdiction on each campus, and violators are subject to their fine structure.

Campus Services fee: This is a new fee and includes but is not limited to support of parking and security services. The fee is \$1.00 per student semester hour. For students taking non-credit courses there is a minimum fee of \$2.00 which will be included in the course fee.

Bookstores

Central, North, and South Campus Bookstores are the main sources for required books and supplies. New and used books, general college supplies, art and engineering supplies, and many non-required items are available. Extra services include special orders for books, class rings, and the buying back of students' used books.

Finding Your Books

Textbooks are arranged on the shelves alphabetically by common course numbers. Labels that show "REQUIRED BOOK" indicate that all instructors use the same book for that particular course. Labels that show "ATTEND CLASS BEFORE BUYING THIS BOOK" indicate that students must attend class first — the instructor will indicate which books are needed. Students may purchase required books ONLY AT THE CAMPUS WHERE THEIR CLASSES ARE HELD beginning two weeks prior to the beginning of classes. (Similar course numbers may have different required books at each campus.)

Buy Back Policy

The Bookstores pay 50 percent of the new price for clean, good textbooks. Overstocked books and old editions are sometimes bought at reduced prices depending on the possibility of resale. Workbooks, study guides, and lab manuals are not bought back. Books are bought back throughout the year (prior to one-half hour of store closing).

Refund Policy

Refunds are granted in full during the period beginning two weeks prior to the first day of classes until two weeks thereafter, unless otherwise posted. Please observe different posted dates for cash purchases and credit card purchases.



Library

The Broward Community College campus libraries exist to collect materials in support of research, to assist with research and class assignments and to provide a quiet place for students to study. The staff maintains a quiet atmosphere in the main reading rooms.

A videotaped library orientation program, which reviews the skills needed to find basic information in books, magazines and newspapers, is available for first-time users and students performing research.

Students who wish to check material out of the library must present a current BCCLibrary ID Card

which is issued upon presentation of the current fee receipt. A student may select up to three books on one subject. Books are checked out for a specific period of time, and if no other student has reserved them, they may be renewed once, either in person or by telephone. Students are responsible for all materials borrowed on their library card.

When books are returned late, an overdue fine of \$.10 per day is charged for each book. If a student loses a book, the library should be notified immediately. Students must pay for the loss, based on the price of the book and other costs. Failure to clear a library obligation will result in grades, transcripts and graduation being withheld.

Library Hours Terms I and II

North Campus

7:30 a.m. - 9:00 p.m., Monday through Thursday
7:30 a.m. - 4:00 p.m., Friday
8:00 a.m. - 4:00 p.m., Saturday

Central Campus

7:30 a.m. - 10:00 p.m., Monday through Thursday
7:30 a.m. - 6:00 p.m., Friday
9:00 a.m. - 5:00 p.m., Saturday
2:00 p.m. - 6:00 p.m., Sunday

South Campus

7:30 a.m. - 9:30 p.m., Monday through Thursday
7:30 a.m. - 4:00 p.m., Friday
9:00 a.m. - 5:00 p.m., Saturday
1:00 p.m. - 5:00 p.m., Sunday

Library hours are limited in Term III.



Student Life

Student Life

The Student Life offices, located in the cafeteria on each campus, provide students with a variety of extracurricular experiences. Office hours are 9:00 a.m. to 2:00 p.m., Monday through Friday, and 6:00 p.m. to 9:00 p.m., Monday through Thursday. Services provided by the Student Life offices include video lending library, bulletin boards, bus schedules, lost and found, TV Lounge, game room, recreation equipment check-out, applications for new clubs and organizations, and duplicate Student ID cards. In addition, information is available on all clubs and organizations as well as all dances, leadership retreats, Special events and Student Government. Any and all of these programs and services are available to any student possessing a current Student ID card, which is in the top right hand corner of your fee card.

The college encourages and promotes membership in a wide array of student organizations representing the full spectrum of social, religious, and political thought and action so long as membership enhances the student's academic goals. In their efforts to recruit student members, organizations are required to disclose to prospective members the following information upon the initial contact with prospective members:

All financial costs associated with membership.

The average number of hours per week members are expected to donate to organizational pursuits.

The academic performance expectations of members.

Any sponsorship or linkage with any organization outside the college and whether or not membership in other organizations is expected.

The names and affiliations of all advisors who are not employed by Broward Community College.

An explicit statement that the organization will not tolerate hazing or other prohibited activities defined in college policies.

The organization must affirm that in harmony with the freedom of choice embodied in college policy, the organization will in no way force or coerce either physically or emotionally in its solicitation for membership or in the execution of its activities as a student organization at Broward Community College. All registered student organizations will be required to sign a statement of compliance.



STUDENT ORGANIZATIONS AND CLUBS ON CAMPUS

Students enrolled at Broward Community College are free to join associations which promote their common interest, so long as:

1. The policies, purposes, and principles of the organization are consistent with, and not inimical to, the general philosophies and principles of free institutions in a democratic society such as the United States.
2. Membership in the organization is open to all bonafide students at the College without respect to race, creed, or national origin.
3. A statement of purpose, criteria for membership, rules or procedures, and a current list of officers is filed with the Director of Student Life. The bylaws of every organization operating under the sanction of the college shall include the anti-hazing policy, rules, procedures, and penalties of the college community
4. The membership, policies, and actions of the organizations are determined by vote of only those persons who hold bonafide membership in the Community College.
5. A member of the regular, full-time faculty, staff, or administration is selected and agrees to serve as the organization's advisor.
6. The association, club or organization has registered as a student organization through appropriate administrative channels with the Vice President for Student Affairs.
7. All extramural affiliations and associations of student organizations are stated explicitly in a constitution and also in any written material or advertisements distributed by such student organizations.
8. Recruitment and membership policies and practices are free of deception, coercive tactics or mind control techniques.

The College will ensure that students and student organizations remain free to examine and discuss all questions of interest to them and to express opinions publicly and privately.

Organizations are free to invite and hear any person of their own choosing provided: 1) They have funds in advance to defray expenses; 2) Reservations for facilities are made through appropriate channels; and 3) The program is consistent with established policy as well as the thrust of this document.

Organizations are always free to support causes by orderly means (consistent with the guidelines elsewhere in college policy) which do not disrupt the regular and essential operation of Broward Community College. At the same time, it should be made clear to the academic and the larger community that in their public expressions or demonstrations, students, student organizations, and guest speakers represent their own views. The college neither sanctions nor endorses the expressions or viewpoints represented.

Expenditures from student fees for students activities shall be according to a budget prepared jointly by students and college staff and approved by the President. Such organization require a faculty sponsor. Student organizations not so financed may be permitted on campus provided they have a faculty or staff advisor and abide by the rules of this policy. Organizational funds may, on request, be placed with the college business office to be held in a custodial account to be withdrawn and expended upon requisition according to the organization approved budget.

Club Roster

For more information regarding these clubs, see the descriptions starting on the next page in alphabetical order.

SPECIAL INTEREST

African American Student Union
The American West Indian Club
Amateur Radio Club
Art Society
BCC Runners Club
Cheerleaders
Computer Club
Conquest Club
Dive Club
Fencing Club
French Club
Gospel Choir
HIV Peer Educators
International Club
Inspira International
Karate Club
Parents in College
Rotaract Club
S.A.F.E. - Students Against a Foul Environment
Save Whats Left
Social Awareness Club
Students Helping Students
Studio Art Club
Writers Club

HONORARY

Brain Bowl
Competitive Edge
F-Troop
Phi Theta Kappa



SERVICE CLUB

Student Ambassadors
Volunteers in Action

PROFESSIONAL

Alpha Eta Rho
American Institute of Architects: Student Chapter
BCC Accounting Association
B.U.S.H.
DECA
Delta Psi Omega
Florida Engineering Society
Future Florida Educators
Hotel Sales and Management Association (HSA)
Lambda Alpha Epsilon
Phi Beta Lambda
Physical Therapist Assistants Club
Radiation Therapy Club
Radiology technology Club
Speak Easy

RELIGIOUS

B'AHIA
Campus Advance
Catholic Campus Ministry
Hillel
International Varsity Christian Fellowship



Alphabetical Club Listing

The African American Student Union

The African American Student Union (AASU) is a student organization which serves as a vehicle for developing unity among African-American students at BCC. The primary purpose of this organization is to:

*promote academically..., *enlighten politically..., *motivate socially.

AASU is a member of the Florida African-American Student Association, Inc., which is a state organization representing over 63,000 African-American students in universities and community colleges throughout Florida.

Although the organization primarily consists of African-American students, membership is open to all students at the college.

For further information regarding AASU, please contact one of the following advisors:

North Campus:

Mrs. Sandra Gaines
Library, Bldg. 49, First Floor
973-2250

Central Campus:

Mr. Donald Cleveland
Academic Intervention, Bldg. 17, Rm. 115
475-6570

South Campus:

Ms. Bonnie Finlayson
Registration, Bldg. 71, Rm. 119
963-8835

Alpha Eta Rho Eta Phi Chapter

International Aviation Fraternity is open to men and women enrolled in any of the college aviation programs. Contact the department head or fraternity staff advisor, Mrs. L. Dominguez at (305) 963-8939.

Amateur Radio Club

The BCC Amateur Radio Club would like to invite you to enjoy this exciting hobby. It is open to all BCC students, staff, and faculty to join and obtain their licenses. Amateurs are able to talk around the world, spreading good will and providing emergency communications to those hit by disaster. They use radios, computers, satellites, television, and even the NASA space shuttle to do those communications.

We would like to invite all interested to stop by and find out a little more about the Amateur Radio Club. We meet at Bldg. 51, North Campus or stop by the Student Life Office for information on the meetings.

Student Chapter American Institute of Architects

This is the BCC student chapter, open to all interested students, not just Architecture majors. This chapter participates in many student architecture contests, sends delegates to the national AIA each year, and participates in community projects as well. The advisor is John Szerdi. Contact him in Building 13 on Central Campus for further information.

The American West Indian Club (TAWIC)

The Club was founded on February 13, 1987, with the goal of minimizing the pressures that many West Indian students face as they make the transition from island culture to mainstream America. The stated purpose of the organization is: To assist West Indian students through academic and personal support as they try to adjust to a new school system and a new culture. The motto is: "together we aspire and achieve".

The club started at South Campus with an original membership of 25 and today membership is approximately 100 students. There is also a branch of TAWIC on Central Campus. All TAWIC members are expected to strive for academic excellence.

The intent of the club is not to promote isolation, but to introduce and share its cultures with the college population.

For further information, contact Ione Turpin on South Campus at 963-8875.

Art Society

The Art Society is comprised of any student interested in attending lectures and demonstrations on a variety of art topics. Activities include lectures and demonstrations given by renown artists, critics, art historians, and museum and gallery directors.

In addition to these experiences, periodic field trips to local museums and other interesting attractions are planned.

Anyone interested should contact Dr. Karen Roberts in the Art Department on North Campus at 973-2294 or Lee Barrow on Central Campus at 475-6840.

B'AHIA

Contact advisor Nancy Johnson at 973-2243.

Brain Bowl

The Brain Bowl is intercollegiate academic competition on the Community College level. Any student is welcome to try out for the team providing he/she has completed at least six semester hours at Broward Community College. Tryouts are held in the fall. Call 475-6613 for further information.

B.U.S.H.

Contact David McLean in the Horticulture Dept., 475-6777.

Campus Advance

Contact Scot Martin at 761-7510.

Catholic Campus Ministries

Catholic Campus Ministry is a group of students, Staff and Faculty who gather in genuine friendship to live and grow in their Catholic faith.

Though socials, faith-sharing activities, service to the community, retreats, information gatherings, and cooperation with other BCC organizations, CCM members help each other to live Gospel-inspired lives.

For more information, contact George Spahn, Bldg. 14/134 (475-6771), Maggie Romagosa, Catholic Campus Ministry (525-5157, ext. 193), or the Student Life Office.



College Republicans

The College Republicans organization is a group of politically concerned students active in local, state, and national government. During elections, the College Republicans support candidates that they feel best represent the ideals of the Republican Party. It is not only a political club, but a social one as well. The College Republicans hold many activities throughout the year. These activities include fund-raisers, picnics, rallies, road trips, seminars, and their infamous spring and summer break blow-outs. The Broward Community College Republicans are recognized as one of the foremost College Republican clubs in the state.

Cheerleaders

Contact Greta Jackson at 973-2250 on North Campus.

Computer Club

The Broward Community College Computer Club is a student run organization that provides its members an association of computer related activities. These consist of:

- *Monthly Guest Speakers
- *Local Business tours
- *Data Processing Conventions
- *Discussion of Technological events
- *Publication of Club Newsletters
- *Tutoring

The club meets weekly and consists of approximately twenty five members. Meetings are held in the Computer and Engineering Building, #51, North Campus.

If you are interested in joining a dynamic technological organization, please call Elwood Jones, 973-2303.

*Reminder. All activities require Student I.D. Card for entrance
Lost cards can be replaced by Student Life*

Conquest Club

Contact Charles Staats at 973-2383 on North Campus.

DECA

(Distributive Education Clubs of America)

DECA's (DEX-Delta Epsilon Chi) primary objective is career development. It is comprised mostly of business, marketing and fashion students, but all are welcome. It is the largest student organization in participation and travel.

At Central Campus, contact Richard Goodwin and Jack Sheeks (Fashion: Jane Treptow) at 475-6716, and at North Campus: Paul Ricker, Bldg. 51 at 973-2363.

Delta Psi Omega

Theatrical Honor Organization. Contact the Theatre Department on Central Campus for further information.

Fencing Club

Contact Bill Becker at 963-8905 on South Campus.



Florida Engineering Society

The Florida Engineering Society is an academic club which values a strong understanding of engineering and the sciences. All engineering majors are encouraged to join for enrichment and to acquire a greater knowledge of their field of interest. There are prominent guest speakers, tutoring services to all college students in math and science, and social events open to all BCC students. Membership is open to all who are interested in engineering and the sciences. Take advantage of the benefits of this organization. Students can meet other engineers and perhaps a future employer. Join the Florida Engineering Society.

For more information contact Student Life.

French Club

Contact Yanick Daniels at 973-2373 on North Campus.

F-Troop

F-Troop is the bottom line in BCC Student Life. It is comprised of student "activists" in the truest sense of the word. F-Troopers is just about anywhere there is something to be done for the college and the community. The experiences one can attain are diversified, for if you haven't done it before, it's more of a challenge. Membership is open to any student who wants to learn, work hard, and have fun. All you have to lose is your sanity.

Contact:

Tom Ryan
in Student affairs on Central Campus at 475-6755,
Amy Galland
in Student life on South Campus at 963-8869,
or Roseitta Da-Silva
in Student Life on North Campus at 973-2326.

Future Florida Educators

An organization for students interested in careers in teaching or education administration. It presents a variety of speakers on education topics, job outlook, Scholarship and loan opportunities.

For further information Contact Ms. Penny Luken or Dr. Don Schaffer at 973-2263 (North Campus).

Gospel Choir

The Broward Community Community College Gospel Choir is a student organization which will consist of students from Ft. Lauderdale Center (Las Olas Campus), North, South and Central Campuses. Rehearsal dates are every Monday and Wednesday in Bldg. 4 Room TBA. Recruitment for new members will begin in September.

Our purpose is to bring forth academic excellence, social enhancements and a positive role model as promising leaders on campus as well as in the community.

For more information, please contact Mary Ann Jalieba at 475-6520



The Hillel/Jewish Student Union

The Hillel Jewish Student Union strives to meet the social, cultural, religious, and educational needs of the Jewish student on BCC's campuses. Hillel has represented individuals on each campus who are a part of the JSU. The Hillel JSU office is on BCC North, Central, and South Campus. Everyone is welcome!

For further information, call Kim Schermer, Hillel JSU Director of Student Activities at 937-1607.



HIV Peer Educators

This service organization is dedicated to providing information to BCC students about HIV and AIDS and to working with students to change high risk behaviors which could lead to HIV transmission.

Members are dynamic students who are committed to helping their peers. Through training, members may become Peer Educator/Counselor or volunteer in the program. Peer Educator/Counselors conduct HIV/AIDS rap sessions in BCC classes, participate in one-to-one discussions with students, provide information and assistance while operating the BCC AIDS HOTLINE, and develop programs and events to build AIDS awareness. Volunteers assist with programs, events and projects.

Meetings are held weekly for training and for planning, and developing programs and activities vital to the program. Members attend conferences

with other college and university students in South Florida involved in the HIV/AIDS prevention education. Establishing outreach programs in the high schools is under consideration.

For further information on this program, call 968-2435.

Hotel Sales Management Association (HSMA)

HSMA of BCC is a student organization on campus that provides students majoring in the hospitality field or any other field with "hands-on" catering experience. The members participate in actual catering functions which give them a realistic insight into the food service and hospitality industry. For more information, contact John Bailey at 475-6892.

International Club

The International Club is open to all students at Broward Community College whether native North Americans or from the over 102 nations represented on BCC's campuses. Its main objective is to further international understanding and appreciation of diverse cultures. The clubs meet both formally and informally throughout the school year. Club members are also available to help each other with practicing languages such as English, French, Spanish, Japanese, and others. The International Club consists of students from all over the world, including Americans. Their goal is to share their unique international perspectives, do commu-



ity services, hold fund-raising for international issues or causes, establish relationships with American friendship hosts, share common concerns, and to provide a support or friendship group to those who are on their own.

Club members are primarily interested in friendship and social activities among international students and Americans. Therefore, it is simply designed for them to meet, exchange ideas and beliefs, learn about other cultures, and to have a good time while also attending classes.

For more information, contact the office of the club advisor; Central Campus, Elena Silverstein-Starson at 475-6541, North Campus, Carol Langlois at 973-2293.

Karate/Judo

Contact Vince Grasso at the Central Campus Math Department for further information: 475-6619.

Phi Beta Lambda

Phi Beta Lambda is a non-profit, local, district, state and nationally affiliated organization for all post-secondary students participating in business education programs, such as: Accounting, Business Administration, Clerical, Data Processing, Secretarial, and Marketing. Phi Beta Lambda provides learning situations which can improve knowledge, increase skills, and shape attitudes that will advance a student's business career.

Phi Beta Lambda provides:

1. Membership with the expertise needed to accomplish organizational goals through human resources.
2. Participation in civic projects, sales projects, social awareness projects, career development projects, and experiences related to business.
3. Many activities which include speakers, training seminars, competitive events and election of officers. Contact the Business Department on any BCC campus.

Phi Theta Kappa

A Tradition of Excellence...

The privileges and benefits of membership: Phi Theta Kappa was established by the president of the Missouri Colleges for Women in 1918. It is the only nationally acclaimed honor society serving American institutions which offer Associate degree programs. Two-year college presidents and administrators of Associate degree programs in four-year schools have continually recognized membership in Phi Theta Kappa as an honor and a privilege. Membership is given added significance by the fact it is recognized by the American Association of Community and Junior Colleges as the official honor society for two-year colleges.

To become a member of Phi Theta Kappa, one must achieve a cumulative grade point average of 3.3 after completing 12 credit hours of degree course work, pay lifetime membership dues, and earn service points by participating in chapter activities.

Members receive a membership certificate suitable for framing, a "Manual for Members" introductory magazine, the "Golden Key" national publication (bi-annually), and the "Phi Theta Kappa National Newsletter" (quarterly). The privileges of membership include having the Phi Theta Kappa seal placed on diplomas; having "Phi Theta Kappa Member" indicated on transcripts; purchasing society jewelery and merchandise; wearing the society stole and tassel during commencement exercises.

Advisors: South, Barbra Nightingale-963-8873; Central, Mary Jo Henderson-475-6613; North, John Moskowitz-973-2376.





Physical Therapist Assistants Club

The Physical Therapist Assistants Club was established for the purpose of engaging in community services and expanding the PTA students' basic knowledge by sponsoring several guest lecturers. Examples of past projects include involvement in Kiwanis-sponsored Houses for the Handicapped and securing speakers from the fields of Neonatology, Muscular Dystrophy and Home Health.

The PTA club expects to continue to expand its community involvement in the future and to become active in fund-raising projects which would enable the members to attend PTA-sponsored seminars and conferences. For more information, call Sue Edelstein in the Center for Health Science Education at 475-6770

Radiation Therapy Club

Contact Maryanne Loser at 973-2352 on North Campus.

Radiologic Technology Club

Contact John Britt at 475-6917 on Central Campus.

Social Awareness Club

Contact Dr. Len Fontana at 963-8901 on South Campus.

Students Against a Foul Environment (S.A.F.E.)

The purpose of S.A.F.E. is to increase awareness and educate students in environmental issues. For more information, contact Steve Davis, advisor, at 963-8906 (South) and Albert Payton at 475-6832 (Central).

Speak Easy

Speak Easy is a South Campus Drama and Performing Arts Club. All students interested in drama, speech and even music, contact Bob Buford at 963-8925.

Student Ambassadors

Student Ambassadors promote BCC programs throughout the community.

Broward Community College's Ambassadors represent BCC at area high schools, civic and professional meetings, GED centers, and locally sponsored career and college nights throughout the Broward County area.

They are eager to spread the word about academic and community enrichment programs at BCC.

Ambassadors range in age from 18 to 50, and the friendships and contacts they make will endure long after they graduate from BCC.

For more information about the program, contact:

Dean Leonard Bryant, North Campus	973-2300
Dean Thomas Ryan, Central Campus	475-6520
Diana Martin, South Campus	973-8880

Studio Art Club

Contact Kyra Sullivan at 963-8895 on South Campus.

STUDENT MEDIA

Student productions, publications and press are valuable aids in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration on the campus. They are a means of bringing student concerns to the attention of faculty and administration and of formulating students' opinions on various issues on the campus and the world at large. In addition, Student publications and productions serve as a training opportunity for students interested in professional journalism, either print or broadcast.

All college published and financed student media shall explicitly state that the opinions expressed are not necessarily those of either the faculty or students of Broward Community College. All media are expected to observe the standards of their respective professions. These statements are to be considered as supplementary to the established policies of the Board of Trustees as they relate to student publications.

The college will ensure free and responsible media and will not censor or approve copy in advance.

The editorial freedom of student editors and managers entails corollary responsibilities to be governed by the canons of responsible journalism, such as the avoidance of libel, indecency, undocumented allegations, attacks on personal integrity and the techniques of harassment and innuendo.

BCC Broadcasters

BCC Broadcasters is an audio and video service organization which provides video recording for student organizations and produces a weekly half-hour magazine-format-television program which covers all aspects of student life, as well as student and faculty concerns. It is broadcast over cable systems. The production crews, news crews and talent are from all of BCC's campuses. It is written, taped and edited by students. BCC Broadcasters gives the BCC student the chance to work in a television studio as well as go out on assignment to cover a story. The student will be given the opportunity to learn how to operate video equipment and will begin to grasp many other skills which are necessary to work within the broadcast industry. Since BCC Broadcasters is a student activity, the only membership requirement is to be a registered BCC student.

Any interested student may contact the advisor, Don Sundquist on Central Campus in Building 17, or call him at 475-6679.

The Observer

Broward Community College encourages and supports a free and responsible student press. The Observer, the college's biweekly newspaper, is a combined product of students from the journalism programs at North, Central, and South campuses. Student reporters engage in responsible, objective practices of writing, while those interested in photojournalism, design, graphics, desktop publishing and advertising can apply their abilities in preparing camera-ready pages for print.

The Observer is a highly touted publication, having received All-American ratings and regional Pace-maker ratings from a national critiquing service, in addition to numerous state awards since its inception in 1986. Many student editors receive scholarships or workships to produce The Observer in addition to internships which are available to those who wish to work with the professional media in south Florida.

The editorial and advertising offices of The Ob-

server are located at North Campus, Building 47-Room 202, with typesetting and production performed at North; however, any BCC student from any campus may participate. For information, contact Jerry Elam, Faculty Adviser, at North Campus in Building 47-Room 202, 973-2390.



P'an Ku

P'an Ku is the BCC Student Literary/Arts Magazine. Published twice yearly, P'an Ku features the creative efforts of students throughout the college in the literary and visual arts. Poetry, short stories, art, and photography are sought for publication. Watch for the announcements of submission deadlines during the year.

Based at South Campus, P'an Ku encourages students from all campuses to participate. The magazine is looking for writers, artists, photographers, business majors, and anyone else who would like to be part of the staff. The only requirement for being on the staff is enthusiasm. For more information, call the South Campus editorial office at 963-8877 or the faculty advisor, Pat Ellingham at 963-8858.



Leadership Programs for Emerging Leaders in the 90's

In the 1990s and beyond creative leaders will be needed in every career field and in every community at all levels to solve problems and provide vision in our changing, complex society. There are many unique programs provided to develop leadership skills of students at Broward Community College.

Broward Community College offers four phases of cognitive and experiential leadership programs:

- I. **"Leadership Seminar Series"** (Programs on Various Topics)
- II. **"Leadership Retreats"** (3 day weekend retreats)
- III. **"Leadership" SLS 1261 = (3 credit elective)**
- IV. **"Competitive Edge: Presidential Leaders Society"**

The first is a **"Leadership Seminar Series"** given on all three campuses in the afternoon or evening and includes various leadership and social concern topics such as "self esteem", "cultural diversity", "date rape", and "leadership".

The second program is a series of weekend **"Leadership Retreats"** which are experiential in nature and cover leadership topics such as team building, problem solving, and communication skills . Four college wide retreats are held each year and are open to any interested students. Specialized retreats are created for athletes and other populations. Contact your Student Life Office for dates and to sign up.

The third is a three credit elective course on **"Leadership"** (SLS1261) offered through Student Affairs. The purpose of this course is to provide a variety of learning experiences and guest speakers, to assess leadership styles, and potential. The class is open to all student leaders and potential leaders. It is designed to help develop ethical value grounded leadership styles and techniques for future educational, organizational, and community leadership roles.

The and the final phase is the **"Competitive Edge"**, a highly selective leadership Honorary. Up to 12 members are chosen from all three Campuses based on their nomination by faculty members or administrators, recommendations, interviews, and demonstrated leadership potential. Shadowing and internship experiences are provided throughout the sophomore year with the President's staff, community, and political leaders. Legislative internship experiences in Tallahassee and Washington, D.C. are also available to selected members.

Empowering students to become leaders and role models while in college and challenging students to become leaders in their career fields and in the community is crucial to our future society. Broward Community College is committed to these goals.

Student Government South Campus

Student Government South Campus is indeed the voice af South Campus. From the new Student Union Building to the parking lots, Student Government is for you.

All clubs and organizations are encouraged to bring representitives to the meetings since Student Government is the voice of the students. For more information, contact Liz Atchinson in Advisement, 963-8881

Student Government North Campus

Student Government represents the interests, concerns, and well-being of the student body of North Campus and provides a forum for the discussion and articulation of those interests and concerns. It lobbys for improvement in campus life, works with administration, faculty and staff towards these ends, and maintains a high level of activity for and on behalf of North Campus students.

Student Government offers an opportunity for students to develop leadership skills, learn about the formal democratic process, and cultivate fellowship. Participation in Student Government also provides the opportunity to earn up to six credit hours through the cooperative education process.

All North Campus clubs and organizations are represented by student delegates. Student delegates representing students-at-large rather than clubs also participate and share equal voting rights.

See Student Life Office, 973-2326, for more information .



Student Government Central Campus

The Student Government at Central Campus is a coalition of representatives from existing organizations and independent students that unite in the purpose of making BCC a part of their lives. Interaction with administration, students, and the community is the main purpose of the organization. All clubs and interested students are welcome

Contact Student Life, 4756755, on Central Campus.

V.I.A. (Volunteers in Action)

The college has received a two year grant from the US Department of Education's Fund for the Improvement of Post Secondary Education(FIPSE) to conduct an exciting student volunteer program entitled "Volunteers in Action". Each year 120 BCC students will be trained as community service agency volunteers, mentors and tutors. Students in the VIA programs will be paired with "at risk" youth from local school dropout prevention projects, tutoring programs; juvenile diversionary programs, and HRS agencies. Students will be recruited from all academic disciplines and will attend training workshops to develop mentoring, tutoring, communication and client sensitivity skills to prepare them for this experience. Additionally, VIA can provide a wide range of volunteer experience for any interested student.

Some students participating in this program will receive service scholarships. For more information contact Sharon Gibson, at 475-6569.

BCC Students get 50% off on all Cultural Event Programs.

Broward Community College's Office of Cultural Events is proud to announce that all BCC students and staff are entitled to a 50% discount for the upcoming 1992-93 " That's Entertainment" Season. Upon presenting your current Broward Community College fee card at the Bailey Hall Box Office, students can choose from an eclectic array of programs. Seize the opportunity to elevate your senses and leave you wanting more by the thrill of live theatre at considerable savings. For more information call 475-6884 or visit the Bailey Hall Box Office on Central Campus.

LEISURE ACTIVITIES

The following activities are sponsored by Student Life of Broward Community College and are available to all students with a valid BCC ID card. There is no additional cost to the student for participation, and these activities are provided by the Student Activities Fees that are paid at the time of registration. Students should be aware that participation in certain activities carries a degree of risk. Therefore, students are expected to follow any posted safety precautions. (Note: The college does not carry insurance to cover accidents which occur during college activities.)

Miniature Golf

On Monday nights there is free mini-golf at Grand Prix Golf-A-Rama located off of I-95 between Stirling and Griffin roads. This event begins on Aug. 24 and ends on June 14 except for holidays and semester breaks. The hours for mini-golf are 7:30-9:30 p.m.

Ice Skating

On one Monday of every month, except December, July, March and August, there is free ice skating at Sunrise Ice Skating Center on Pine Island Road just south of Oakland Park Blvd. The hours for ice skating are 7:30 to 10:00 p.m. Exact dates are September 14, October 12, November 9, January 11, February 8, April 12, May 10 and June 14.

Driftfishing

Once a semester, on Oct. 25 and April 18, the Dragon Drift Boat is available for use by BCC students. The boat sails at 8:00 a.m. and returns by noon. The boat is docked on Seabreeze Ave. just south of Las Olas Blvd. Bait, tackle, and sodas are provided. A \$10 deposit is required, but will be refunded on the boat the day of the trip. Sign up in the Student Life Office on any campus.

BCC Night at South Florida Racquet Club

One Saturday night a month from September to May, excluding December, the South Florida Racquet Club open its doors to BCC. All facilities are available for use by the students including racquetball, basketball, walleyball, nautilus, saunas, whirlpools, and the lounge. Music and free pizza are provided in the lounge. Sign up for racquetball tournaments from 7 - 8 p.m. only, tournaments begin promptly at 8 p.m. The club is located on Ravenswood Road between Griffin and Stirling roads. The hours the club is available are 7 p.m. - 12 a.m. The exact dates are September 12, October 10, November 14, January 16, February 13, March 20, April 17, and May 22.





Midnight Bowling

Every Friday night beginning August 28 and ending June 18, except holidays and semester breaks, BCC students can bowl two free games during Midnight Bowling, shoes are included. The locations for Midnight Bowling are Brunswick Margate Lanes on 441, and Fair Lanes in Davie. Sign up begins at 11:30 p.m., and conclude at midnight.

Movies

Every Wednesday night, beginning August 26 and ending June 16, except holidays and semester breaks, students can see free movies at the Cinema-n-Drafthouse on 441 north of Oakland Park Blvd. Catch the early show, the late show or both. Free admission includes 10 percent off any food or beverage items purchased. Consult local newspapers for times and titles.

Tigertail Lake

Every Saturday, beginning Sept. 12 and ending June 12, except holidays and semester breaks, Tigertail Lake is open for sailing, canoeing, and windsurfing. The hours are from noon to 6:00 p.m. Students wishing to use a sailboat must have a Skippers Card, but all other boats are available for use by any student presenting a current student ID card. The Grand Opening for the 1992 - 93 season at Tigertail Lake is Aug. 30, 1992 at 1:00 p.m. There will be food, music, contests, and prizes. Tigertail Lake is located at the intersection of Griffin and Ravenswood roads.

Pines Par Three Golf

Every Tuesday night, beginning Aug. 25 through June 15, excluding holidays and semester breaks, students can play 9 free holes of golf. It all takes place at Pines Par Three, 315 SW 62nd Ave., Hollywood, from 7:30 - 9:30 p.m.

Video Lending Library

The Student Life Video Lending Library is available to all students with a valid Student ID. Videos are checked out for a two day period. Videos checked out on Friday will be due back the following Monday or next legal school day, in the case of a holiday. A late fee of \$.50 per tape per day will be assessed on any overdue tape. All videos must be rewound, there is a \$1.00 charge for any video that is returned not rewound. Students at North and South campuses must make their requests two days in advance at their Student Life Office.

Grand Prix

The fourth Thursday of every month, August through October and January through April, and May, Student Life offers a racing good time at Grand Prix Race-O-Rama from 8:00 to 11:00 p.m. Tokens and a free go-kart ride are included, so come and enjoy the excitement!!! Grand Prix is located east of I-95, between Griffin and Stirling roads. The exact dates are August 27, September 24, October 29, January 28, February 25, March 25, April 22 and May 27.



INTRAMURALS

The Intramural program is comprised of competitive leagues and tournaments. The sports available include Full and Half Court Basketball, Volleyball, Soccer, Softball and Flag Football. Other events may be added during the year. The entire Intramural program is open to both men and women and all students, faculty, staff and administration of the college. For further information, contact the Student Life Office on any campus.

Full Court Basketball:

North Campus:

Every Thursday from September 17 through December 10 and from January 28 through April 15 from 7 - 10 p.m. in the Omni, Bldg. 60.

Central Campus:

Every Wednesday from September 16 through December 1 and from January 26 through April 14 from 7 - 10 p.m. in the gym, Bldg. 10.

Golf

On September 27 and May 16, there will be 18 free holes of golf, including green fees and carts. On Sept. 27th sign-up begins at 11:30 with tee-off beginning at noon. On May 16 sign-up begins at 12:30, tee-off at 1:00. The course is Arrowhead Country Club on Nova Drive in Davie. Trophies and prizes will be awarded.



Half Court/ 3 man Basketball

Central Campus:

Every Thursday from September 17 through December 10 and From January 28 Through April 15 From 7-10 p.m. in the gym, Bldg. 10. Campus champions will be sent to the Schick Superhoops Tournament at the University of Central Florida.

Soccer:

Central Campus:

Every Monday and Wednesday afternoon from September 14 through November 4 and January 25 through April 14, from 2 - 5 p.m. on the northeast intramural field behind the Criminal Justice Institute. All campuses are invited to participate. There will be an organizational meeting for Term I on September 9 and for Term II on January 20 at Central Campus in Bldg. 19 at 2:00 p.m.

Flag Football:

Central Campus:

Every Tuesday and Thursday afternoon from September 15 through November 5 and January 26 through April 15, from 2 - 5 p.m. on the northeast intramural field behind the Criminal Justice Institute. All campuses are invited to participate. There will be an organizational meeting for Term I on September 8 and for Term II on January 19 in Bldg. 19 at 2:00 p.m.

Campus champions from Term I will be sent to the state wide flag football tournament at the University of West Florida.

Coed Volleyball:

North Campus:

Every Wednesday night from August 26 through December 12 and January 13 through April 21 from 7 - 10 p.m. in the Omni, Bldg. 60.

Central Campus:

Every Tuesday night from August 25 through December 1 and January 12 through April 20 from 7 - 10 p.m. in the gym, Bldg. 10.

Campus champions will be sent to the Certs/Tri-
dent Spikefest Tournament at the University of
Central Florida.



Softball:

Central Campus:

A softball league will be organized ending with the teams competing in a tournament. League play begins September 20, ending November 22. Play will be on Sunday afternoons from 2 till 5 P.M.

Games will be held on Central Campus. All campuses are urged to participate. Spring Day will be held on April 11, 1992.



The BCC Student ID Card

The BCC Student Identification Card is located in the upper right hand corner of the fee schedule that every student receives upon payment of fees. This card must be presented for participation in the activities on the previous three pages and in the datebook. Due to the budgetary restrictions, the college will no longer allow guests to participate for free.

Rights and Responsibilities

General Expectations

1. The student, upon admission, agrees to abide by all College regulations contained in the College Catalog and the Student Handbook, as well as local, state, and federal law. In addition, students are expected to exercise common sense, good taste (consistent with contemporary standards of the College community), and applied reason in their quest for an education.
2. Students are expected to prefer fact to opinion and to commit themselves to genuine enlightenment rather than to inflexible adherence to limited knowledge.
3. Students are expected to respect the rights and welfare of other members of the College community.
4. Broward Community College, like most institutions of higher learning, recognizes that a thoughtful and reasoned search for truth can be conducted only in an atmosphere free of intimidation and coercion. Consequently, violence and threat of violence, disruption and intimidating or jeopardizing actions are unacceptable to the academic community. Students are expected to examine critically, analyze and otherwise evaluate the college, its programs, and its policies and procedures utilizing the processes which appeal to reason and do not compromise the academic climate, mission, or integrity of the institution.
5. Students are expected to assume full responsibility for their individual and collective actions and to participate seriously and purposefully in campus life.

Admission to Broward Community College

Broward Community College recognizes and practices the concept of freedom of access to higher education within the context of the normal admission requirements contained in the College Catalog. Prospective students are assured that applications for admission will be judged in a fair and impartial manner, using consistently applied established criteria.

Student Records

The nature of an educational institution requires that records be kept. However, students are assured that no records shall be made or retained unless there is a legitimate need for the information contained therein. The confidentiality of a student's record will be protected and information will be released only to authorized members of the College community. Of course, a student shall have the right to inspect his own official transcript and to authorize the College to release information to extra-college sources.

Information of a counseling or non-academic nature shall not be made available to any extra-college person without written authorization from the student, except in the case of applicable federal and state laws and court orders which compel the release of information, or in cases that involve the safety of persons or property. Information of this type may be released to faculty and administration on a need-to-know basis in circumstances in which the student's development or welfare might be facilitated.

Student Academic Freedom and Responsibility

Students are free to take reasoned exception to data and views offered in the classroom and to reserve judgement about matters of opinion, but they are responsible for learning the content of any course for which they are enrolled.

The student has a right to a course grade that represents the instructor's professional judgement of his/her performance in the course without personal prejudice and to protection against improper disclosure of information concerning his/her grades, beliefs, or character which an instructor acquires in the course of his professional association with the student. Judgements of ability and character may be provided under appropriate circumstances, normally with the consent of the student.

The student is responsible for classroom behavior which is conducive to the educational process and for achieving standards of performance established by the instructor.

The instructor has final authority in all matters relating to course content, grading practices, and classroom procedures, consistent with the philosophy, purposes, and established policies of the College. A course grade is the final responsibility of the instructor. In the matter of grading it is, therefore, essential that each faculty member keep each student informed of his progress in a course.

If a student feels that he has been unfairly graded in a course, he may formally appeal to the instructor and then to the department head. If the complaint is not resolved, he may then appeal, without prejudice, using the procedure listed under "Appeal Procedure."

Class Attendance Policy

The College believes class attendance has a major role in the learning process and, therefore, expects students to attend classes regularly and on time. Exceptions to this are set forth below.

It is the responsibility of each faculty member to formulate an attendance policy for the courses he/she teaches and to ensure that this policy is communicated in writing in the course syllabus within the first week of class meetings. Such a policy shall allow no fewer than six contact hours of permitted absences for a class with 45 - 48 class contact hours in a semester before administrative withdrawal may be initiated. Should a student see a difficulty in observing the policy in this class, contact shall be made with the faculty member involved within the first week of class to work out an alternative arrangement. If this is not possible, then the student may seek an alternate class that accommodates his requirements.

Within the total number of absences permitted, there shall be no penalty for students who are absent from academic activities because of religious holy day observances, the student's serious illness, death in the immediate family, or attendance to statutory governmental responsibilities. Students shall be held responsible for the material covered in their absence(s) and shall be granted a reasonable amount of time to make up any work or tests missed for permitted absences. It is the policy of the College to seek to avoid confrontations on issues that impinge on basic statutory and constitutional rights.

Policy Statement Governing Classes With Special Instructional Requirements

Attendance requirements shall conform to applicable accreditation standards, licensure requirements, or other instructional requirements. Although one's ability to make up laboratory or clinical classes may not be possible, non-punitive provisions will be made for absences caused by illness, religious observances, or other approved reasons. Excessive absences from clinical/laboratory courses, regardless of the reason, may result in the withdrawal of the student from the course and/or necessitate that the student repeat the course.

"A student's serious illness" shall mean a condition such as pneumonia, surgery, or hospital confine-

ment. Evidence shall be presented by the student should the faculty member request it. "Death in the immediate family" shall be interpreted to mean mother, father, spouse, child, brother, sister, or grandparents. "Statutory governmental responsibilities" refers to such matters as jury duty or subpoena for court appearance.

Appeal Procedure (Attendance Policy or Grades)

A student may appeal the application of the given faculty member's attendance policy or a grade given by the faculty member using the following procedure:

A written appeal must be given to the faculty member involved no later than six weeks after the close of the term in which the grade was awarded. The written statement shall set forth in specific detail the basis of the appeal. The faculty member shall respond within five working days of the receipt of the appeal. If the receipt is not resolved, the student may appeal within five working days of the rendering of the faculty member's decision to an ad hoc committee to be formed as follows: the faculty member involved shall select a full-time teaching faculty member, the student appealing shall select a full-time teaching faculty member, and the two faculty members so selected shall select a third full-time teaching faculty member (chair). This ad hoc committee shall hear the case and render a decision within five working days unless by mutual agreement there is an extended period. Should either the affected student or faculty member be displeased, either may appeal it within five working days to an administrative committee constituted as follows: the appropriate department head, dean of academic affairs, and provost (chair). Upon receipt of the appeal, the ad hoc administrative committee shall render a decision within five working days. In the event the appeal is in the Center for Health Science Education, the administrative committee shall be constituted as follows: the appropriate department head, a college administrator at the dean level or higher, and the executive director for the Center for Health

Science Education. If upon the receipt of the decision either party desires to appeal it to the President of the College or his designee, the appeal in writing shall be made within five working days of the receipt of the decision. If an appeal from this decision is made, it shall be made within five working days to the District Board of Trustees who shall consider the appeal at the next regular meeting. The decision of the District Board of Trustees is final.

Theft, Firearms, Drugs, or Alcoholic Beverages

Offenses involving theft, and the use or possession of firearms, lethal weapons, drugs, and alcoholic beverages are essentially civil matters which address themselves to the discretion of the local, state and federal authorities, but may subject the professor or user to College Discipline when such offenses and their effects adversely interfere with the well being of, or reflect on, the college or members of the College community.

The College also prohibits the possession or use of firearms, fireworks, or lethal weapons on campus. The possession or use of any such device may result in disciplinary action by the College. In no event, however shall the individual's status as a student protect him from his responsibilities to the applicable local, state or federal laws.

Broward Community College Statement for Students on the Unlawful Possession, Use, or Distribution of Illicit Drugs and Alcohol

Standards of Conduct:

State of Florida Statutes declare that it is unlawful for any person under 21 years of age to possess or consume alcoholic beverages. Consequently, no one under the legal drinking age may consume, distribute or possess alcohol on College properties or as part of any College activity.

The College specifically prohibits, on campus, the possession, sale, exchange, consumption or giving

away of any beverage of alcoholic content, and any stimulant, depressant, narcotic or hallucinogenic drug or agent having potential for physical or mental abuse, except on prescription by a physician or dentist. Florida law requires the automatic expulsion of a student who is adjudicated guilty of unlawful possession of any narcotic drug, central nervous system stimulant, hallucinogenic drug, or barbituate. Furthermore, servers can be held civilly liable for damage caused by underage drinkers to whom they provided alcoholic beverages.

Legal Sanctions - Alcohol Offenses:

Possession or attempt to purchase alcohol by a person under the age of 21(First Offense)

Typical Penalty:

\$100 fine, 6 month probation,
100 hrs. community service.

Maximum Penalty:

60 days jail, \$500 fine

Using a false Driver's License ID or allowing someone to use your Drivers License For an ID (First Offense)

Typical Penalty:

\$100 fine, 6 month probation,
100 hrs. community service

Maximum Penalty:

60 days jail, \$500 fine

Providing alcohol to a person under the age of 21 (First Offense)

Typical Penalty:

\$500 fine, possible probation

Maximum Penalty:

60 days jail, \$500 fine

Legal Sanctions-Illicit Drug Offenses:

The penalty for possession is 60 days in jail and \$500 fine. Anyone selling a controlled substance within 200 ft. of a community college campus shall be subject, upon conviction, to a mandatory 3 year prison term.

Risks Associated With the Use of Illicit Drugs and the Abuse of Alcohol:

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgement and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Moderate doses of alcohol may increase the incidence of a variety of aggressive acts, including murder, rape, armed robbery, vandalism, spouse and child abuse, and drunk driving. High doses of alcohol often cause marked impairment in higher mental function, severely altering a person's ability to learn and remember information and make judgements.

Impaired judgement as a consequence of alcohol use is linked to the acquisition of sexually transmitted diseases including AIDS among college students in the United States.

Heavy use of alcohol may cause chronic depression and suicide and is also closely associated with the abuse of other drugs. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects described. The use of even small amounts of alcohol by pregnant women can damage their fetus.

Long term heavy alcohol use can cause digestive disorders, cirrhosis of the liver, circulatory system disorders, and impairment of the central nervous system, all of which lead to early death. Repeated use of alcohol can lead to dependence, particularly in persons with one or more parents or grandparents who were problem drinkers. At least 15-20% of heavy users will eventually become problem drinkers or alcoholics if they continue drinking. Sudden cessation of alcohol intake by alcoholics is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions, which can be life threatening.

Illicit drugs all have some health-threatening qualities - some more than others. Examples are lung damage for marijuana, central nervous system

disorders for cocaine, heroin, and hallucinogens, and liver damage for inhalants. Dependence and addiction are constant threats to users. AIDS is widely spread among intravenous drug users. Regular abuse of these substances generally exposes users to criminal elements who may influence users to become involved in criminal activities in addition to their already illegal drug use.

Information on Alcohol and Drugs and Treatment Referral:

Any Broward Community College student who suspects he/she has a substance abuse or dependency problem is encouraged to seek assistance from any College counselor or Dean of Student Affairs. The student is assured that such assistance is always provided with total confidentiality and may, with the student's consent, lead to confidential referral to appropriate professional agencies in the community.

Campus Referral Telephone Numbers:

South Campus - Doris Sams	963-8871
North Campus - Tom Parker	973-2311
Central Campus - Ron Narel	475-6531

The Broward Alcohol and Drug Abuse Rehabilitation Center's phone number is 765-4638.

College Disciplinary Sanctions for Alcohol/Drug Offenses: Students violating this policy are subject to probation, suspension and expulsion from the College.

Smoke Free Environment

Students and faculty at this college have the right to an atmosphere free from any adverse effects of cigarette smoke. Therefore, the following areas are designated as non-smoking throughout the college: classrooms, restrooms, hallways not accessible to open air, elevators, libraries, laboratories, conference/seminar rooms, and all other areas so designated by signs posted by college authorities. Any

person wishing to report a student or faculty member in violation of this policy may do so by making the report in writing to the Dean of Students of the campus on which the infraction occurred.

Academic Honesty

Academic work submitted by a student to his instructor is assumed to be the result of his own thought, research or self-expression. Further, when a student borrows ideas from another source, he is expected to acknowledge that fact in the appropriate manner. Plagiarism is unacceptable to the College community.

Standards of Conduct

As a member of the College community, a student is expected to act responsibly in all areas of personal and social conduct. In addition to the general expectations included elsewhere in this document, students are expected to observe the academic and behavioral regulations found in the College Catalog and in this Handbook.

Violations of the standard of conduct contained herein will, in most cases, be treated as College disciplinary matters. However, in certain situations, the application of criminal and civil law and/or the injunctive process will be employed in order to preserve the system of order and freedom necessary for the maintenance of an educational environment. Any individual or group action which results in or threatens denial of any of the following may result in the application of criminal or civil law or an injunction: destruction or illegal occupation of College property; trespassing; personal jeopardy to any member or guest of the College community.

Anti-hazing Policy

Broward Community College prohibits any acts of hazing on or off campus by individual students,

student groups or organizations, or any other individuals or groups associated with the college. The college defines hazing in a manner consistent with Florida Law 81-263 as follows:

Any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization operating under the sanction of Broward Community College. Such term shall include, but not be limited to any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or any other forced physical activity which could adversely affect the physical health or safety of the individual, and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct or any other forced activity which would result in extreme embarrassment or which could adversely affect the mental health or dignity of the individual. Any activity as described above upon which the initiation or admission into or affiliation with a community college organization is directly or indirectly conditioned shall be presumed to be a "forced" activity, the willingness of an individual to participate in such activity notwithstanding.

The enforcement of this policy shall be the responsibility of the Vice President for Student Affairs who shall promulgate and distribute specific rules at least once each academic year in a manner consistent with College policy. Additionally, each student organization at Broward Community College shall adopt by-laws which specifically declare intent to adhere to this policy.

Individuals who violate this policy shall be subject to the disciplinary procedures and penalties outlined on Policy 6Hx2-5.06 and Procedure A6Hx2-5.06.

Organizations or other college groups who are

accused of violating this policy shall be afforded a hearing before the College Discipline Committee. In the event guilt is determined, the committee may recommend monetary fines, suspension of campus privileges, suspension of all activities, or expulsion of the organization from the institution.

Sexual Harassment

The policy on sexual harassment defines such sexual harassment, and the following procedures set forth the conduct personnel shall observe in preventing or in dealing with instances of sexual harassment.

Within the college, a supervisor, faculty member, or administrator who uses implicit or explicit coercive sexual behavior to control, influence, or affect the career, salary, or job of an employee or student is engaging in sexual harassment. Similarly, an employee of the college who acts in this manner in the process of conducting college business is engaging in sexual harassment. In addition, any faculty member, staff members, or administrator who participates in deliberate or repeated unsolicited verbal comments, gestures, or physical contact of a sexual nature which are unwelcome and interfere with the work productivity of an employee or academic performance of a student is also engaging in sexual harassment.

It is not the intent of the college to regulate the social interactions or relationships freely entered into by employees that do not affect or interfere with an employee's job performance.

Alcohol use, Marketing, and Promotion

In view of the public opinion and legislative action involving alcohol abuse, the following policies are established regarding both the use of alcohol and marketing practices associated with alcohol beverages at BCC.

1. Alcoholic beverage advertising on campus or in

institutional media, including, promotion of events as well as products, should not portray drinking as a solution to the personal or academic problems of students or as necessary to social, sexual, or academic success.

2. Informational marketing programs should include educational material regarding responsible and legal use of the product represented.
3. No sampling of alcoholic beverages during campus marketing programs is permitted.
4. Alcoholic beverages are not to be provided for awards to individual students or student organizations.
5. Promotional activities should not be associated with existing campus events without prior knowledge and consent of the Director of Student Life.
6. Local off-campus promotional activities, primarily directed at students, must be developed in consultation with the Director of Student Life.
7. Consumption or storage of alcoholic beverages on or in college property will not be permitted. This includes any college facility, boat, or vehicle.
8. Consumption of alcoholic beverages by students during a college-sponsored trip is not permitted.
9. During the promotion of off-campus events where alcoholic beverages will be available, advertisement of the availability of alternative non-alcoholic beverages must be provided on all promotional materials.
10. During the college sponsored events at off-campus facilities where alcoholic beverages are available, the college does not support or promote alcoholic consumption by students.
11. Student organizations, who, on their own time, in the name of the organization, sponsor off-cam-

pus events where alcoholic beverages are available, must also have alternative beverages available. The college is in no way responsible for these events.

Student Disciplinary Procedures

The administration of student discipline is flexible and is consistent with the philosophy and educational objectives of Broward Community College.

In those cases, not likely to result in a termination of the student's relationship with the college, the campus Dean of Student Affairs shall have responsibility for the administration of student discipline and may impose varying degrees of disciplinary probation. Disciplinary probation may include, but is not limited to any or all of the following sanctions:

Written reprimand, loss of certain campus privileges; including participation in intercollegiate and intramural activities, student organizations, student government; entry on the permanent record; compulsory class attendance; monetary fines; penalty work hours and or notification of parents if the student is under 18 years of age.

The campus Dean of Student Affairs may refer cases to the Vice President of Student Affairs for further action. In all cases the Vice President for Student Affairs shall decide whether a case is to be considered by the College Discipline Committee.

College Discipline Committee

The Discipline Committee will be composed of five members as follows: three from the Academic Standards Committee, one student, and chaired by the designated College Hearing Officer. These members will be appointed by the Academic Standards Committee Chairperson at the beginning of the school year. Four alternates will also be selected.

The Committee will meet on an as needed basis to administratively review and make recommendations to the Vice President for Student Affairs regarding student discipline issues that have not been resolved at the campus level and have been determined appropriate by the Vice President for Student Affairs.

In more serious cases, likely to result in the suspension or expulsion of the student from the academic community, the Discipline Committee shall have primary authority.

In cases in which a student's physical or emotional safety is jeopardized, or when the general safety of other members of the College community or College property is threatened, or when the orderly progression of the lawful educational objectives of the College are jeopardized, the student may be removed from the campus community by the President or his designated representative pending a hearing.

In all cases, rights of the students and of Broward Community College shall be protected. The following procedures are designed to provide for this protection.

Due Process

1. The student and all parties involved, including appropriate College officials shall be notified in writing of the alleged violation. Both parties must submit a list of witnesses, if applicable, to the College Hearing Officer no later than 24 hours, prior to the hearing. Written notification will contain a detailed description of the charges, a list of witnesses, if any, and the date, time, and place of the hearing. The hearing shall be held no earlier than 48 business hours from the date of notice. In some cases the student may waive his/her right to a hearing and elect to accept the decision of the appropriate Campus Dean of Student Affairs.

2. The student may continue to attend classes and college activities until the administrative hearing is held by the College Discipline Committee and pending any appeal at the discretion of the Vice President for Student Affairs.

3. The student is entitled to speak at the administrative hearing and to have an advisor of his/her choice present.

4. The student may ask questions of any College official or witness at the hearing and may introduce any evidence relevant to his/her case.

5. The College reserves the right to conduct the hearing in a formal or informal manner and may follow any procedure which incorporates fair play and the elements of due process.

6. The student may request a written report on the results and findings of the hearings. Such a report shall be issued within 3 business days following the decision of the Vice President of Student Affairs.

7. The College will keep a record of the proceedings which will be made available to the student in the event of an appeal.

8. Any student who is suspended or expelled from Broward Community College by action of the BCC Discipline Committee and approved by the VPSA shall have the right to appeal said decision to the President. Any appeal must be made in writing and in all cases shall be filed no later than the fifth school day following the student's receipt of the Committee's decision.

Within three days after the receipt of an appeal, the President shall appoint a three-member ad hoc Appeals Committee composed of disinterested faculty who shall inquire fully into the case and make a recommendation to the President. In some cases an ad hoc committee and/or the student may elect to proceed de novo, thus affording the student an opportunity to present his case in full for a second hearing. In all cases the elements of due process

described above shall apply. The President's ad hoc Appeals Committee, after a full and complete review and investigation, shall make its recommendation to the President and he, in turn, will render a decision within three days.

Any student who is dissatisfied with the President's decision may file a written appeal, through the President to the District Board of Trustees. The decision of the District Board of Trustees shall be final.

Petitioning The Academic Standards Committee

The Academic Standards Committee's role at Broward Community College is to consider exceptions to catalog procedures and established academic policies.

Student Appeal Procedures:

1. Obtain an Academic Standards Petition initiated from an academic advisor or a counselor.
2. Complete the petition with explicit rationale pertaining to the request.
3. Include all pertinent and relevant documentation, i.e., medical explanations, course outlines, transcripts from previous institutions, etc.
4. If the petition is a request for admission while on suspension or dismissal from another institution, the student must include a letter of support to attend Broward Community College from the previously attended institution.
5. The student must obtain the signatures of the advisor or counselor and the campus Dean of Student Affairs or the Dean of Academic Affairs.

6. Petitions should be received at the Fort Lauderdale Center no later than one week prior to the Academic Standards Committee's published meeting dates. Exceptions must be cleared through the campus Dean of Student Affairs, the Dean of Academic Affairs, or the College Registrar at the Fort Lauderdale Center.

7. Academic Standards Committee meeting dates, places, and times may be obtained from the offices of Student Affairs on each campus. The meeting is generally in the afternoon and lasts approximately 3 hours.

8. It is strongly recommended that students be present for the Academic Standards meeting, if at all possible. In cases such as suspension or dismissal from BCC or another college, students will be required to attend the meeting. All students will be notified of the time and place of the meeting.

9. Each petition is carefully reviewed and a recommendation is made by the committee to the Vice President for Student Affairs. The Vice President then approves or disapproves the actions of the Academic Standards Committee.

10. Written notification of the results of the petition will be given to the student through the Registrar's Office of the Broward Community College Fort Lauderdale Center Registrar's Office.

Community College Transfer Guarantees

Graduates with an Associate of Arts (A.A.) degree are guaranteed certain transfer rights under the Florida Articulation Agreement, Rule 6A10.024. Broward Community College graduates in an A.A. degree program, seeking admission to a Florida public university, will enjoy these benefits:

1. Guaranteed admission to one of the state universities, but not necessarily to a limited access program.
2. All credits earned toward the A.A. degree will transfer to the university.
3. The university catalog in effect the year the A.A. degree student enrolled at Broward Community College will remain in effect, provided enrollment is continuous.
4. When the general education core is completed at Broward Community College, a state college or university may not require additional general education courses.
5. The receiving university must award equivalent credit for courses successfully completed at Broward Community College for courses in the State-

wide Course Numbering System.

6. Accelerated credits (CLEP, dual enrollment, etc.) earned at BCC will be transferable to a state university.

The receiving university reserves the right to determine what courses must be taken for a baccalaureate degree. All A.A. degree credits, although transferred, may not satisfy some specific program prerequisites. A student transferring before completion of the A.A. degree does not have the above named guarantees.

Students who believe that these guarantees are denied during transfer should make a written appeal to the Vice President of Student Affairs at Broward Community College.

AIDS, AIDS Related Complex (ARC) or Positive HTLV-III/LAV Antibody

The College recognizes that AIDS and AIDS Related Complex (ARC) represent significant public health threats of increasing proportions. A dual program of education/prevention for all students and staff as well as counseling and other services for those affected with the disease represent appropriate responses as the institution seeks to be of assistance.

Students or employees who have Acquired Immune Deficiency Syndrome (AIDS) or a positive HTLV-III/LAV antibody are also a concern of the College. Response to each known case will be according to its own particular facts. Any student/employee with AIDS should notify the College of any changes in his/her medical condition which might pose any risk of potential transmission (i.g. open sores, bleeding, injury, and the like).

Any information concerning the affected person's medical condition will be handled as confidential information as established in Florida Statute 381.609 and by the American College Health Association's Recommended Standards and Practices for a College Health Program, Fourth Edition, 1984:

"In general, it is recommended that no specific detailed information concerning complaints or diagnosis be provided to faculty, administrators, or even parents, without the expressed written permission of the patient in each case. This position with respect to health records is supported by an amendment to the Family Rights and Privacy Act of 1974."

Therefore, no person, group, agency, insurer, employer, or institution will be provided any medical or other information without the prior specific written consent of the affected person.

On a case-by-case basis health science student/employees will be evaluated to determine the risk of transmission. If necessary, the student/employee may be required to adhere to policies related to "any" communicable disease.

The College will seek to work cooperatively with all appropriate community, health/mental health organizations and agencies as BCC provides programs responsive to this policy.

The CLAST Test

The state of Florida has developed a test of college-level communication and computation skills. The test is called the College Level Academic Skills Test (CLAST).

A passing score on the test is required by Florida Statutes and rules of the State Board of Education in order to receive an A.A. degree and be admitted to upper division status in the State University System. Students who do not pass all four components of the test will not be awarded the Associate of Arts degree.

The campus Counseling and Registration offices on each campus will advise students how and when to register for the CLAST. CLAST review courses are offered prior to each test administration. Students are encouraged to enroll in these courses.

Phone and Building Numbers

Department	Central		North		South	
	EXT.	BLDG.	EXT.	BLDG.	EXT.	BLDG.
Admissions and Records	6865	07	2240	48	8835	71
Aviation	-----	--	-----	--	8910	71
Art	6517	03	2294	52	8986	83
Behavioral Sciences	6587	01	2263	56	8810	82
Bookstore	6830	18	2225	48	8805	71
Bursars Office	6545	07	2210	48	8830	71
Business Administration	6710	09	2360	51	8933	85
Communications	6558	07	2370	47	8986	83
Co-Operative Education	6564	07	2270	48	8885	69
Counseling	6528	07	2311	48	8875	71
Criminal Justice	6790	22	2218	49	-----	41
Dean, Academic Affairs	6513	01	2230	48	8888	71
Dean, Student Affairs	6520	07	2300	48	8903	71
Dean, Business Affairs	6624	01	-----	--	-----	--
Disabled Student Services	6527	07	2313	47	8868	71
Engineering Tech.	6683	13	2324	51	-----	--
English	6637	06	2385	47	8904	69
Financial Services	6573	07	2330	48	8846	71
Foreign Languages	6558	07	-----	--	8986	83
Health Sciences	6767	08	2350	41	8850	90
HPRD	6855	10	2314	60	8872	82
History	6630	01	2228	56	8810	82
Humanities	6840	04	2321	50	8986	83
Job Placement	6612	07	2282	48	8865	71
Journalism	6637	06	2390	47	8904	69
Library	6649	17	2250	49	8825	72
Lost & Found	6520	07	2229	48	8875	71
Math & Physics	6692	06	2283	57	8920	69
Music	6709	04	2321	50	-----	--
Planetarium	6681	16	-----	--	-----	--
Public Administration	6865	07	-----	--	-----	--
Reading	6558	07	2392	47	8986	83
Registrar	6865	07	2240	48	8835	71
Science	6674	14	2284	57	8965	69
Secretarial Science	6710	09	-----	--	8917	71
Security	6626	07	2229	48	8811	71
Social Science	6630	01	2263	56	8810	82
Student Life	6753	19	2326	48	8869	71
Student Government	6753	19	2326	48	8869	71
Theatre	6843	04	2321	50	-----	--
Veterans Affairs	6554	07	2313	48	8868	71

Glossary

Definition of Terms

A.A. - Associate of Arts Degree. A two year degree designed to transfer to another college to complete a four-year degree (See complete description in Catalog).

A.S. - Associate of Science Degree. A technical two-year degree for students pursuing career training instead of a four-year degree. (See complete description in Catalog).

Academic Average - Total of grades on all college courses attempted, exclusive of repeats.

Academic Dismissal - An academic status lasting twelve months which prohibits a student from attending classes. This status occurs when a student has returned from suspension and has failed to maintain an academic average of 2.0 or higher (2.0 = "C").

Academic Probation - A notice sent to a student after Academic Warning, if the student has attempted more than 12 credit hours and has earned less than a 2.0 GPA.

Academic Suspension - Students who reach minus 20 quality points below a "C" average or do not complete 50% of total hours attempted for any two consecutive terms must leave college for one major term. However, no student maintaining a 2.0 average will be suspended.

Academic Warning - A notice sent to a student the first term the GPA drops below a 2.0 at the end of the term. Advising is recommended.

Accreditation - Certification that the College has met established standards and is nationally recognized by the Regional Accrediting Association.

Activity Hour - A non-class time set aside in the early afternoon for student activities and various presentations.

Advanced Placement - Earning of college credits prior to enrollment at the College by passing certain examinations, as those by College Entrance Examination Board.

Articulation Agreement - An agreement between Florida's public junior/community colleges and universities assuring junior level status to students who complete general education and graduation requirements in university parallel programs in community colleges.

Audit - Regular credit courses taken for non-credit.

Bursar - The cashier's office where students pay all tuition, fees and obligations.

Cancelled Class - A class which is removed from the schedule because of insufficient enrollment or other reasons.

Career Programs - Two-year Associate of Science Degree programs with courses designed to prepare students for specialized occupations.

Class Period - Normally one clock hour per week per credit hour carried.

Closed Class Card - To take a class that has been filled to capacity or requires special permission to enter a special card must be filled out.

College Level - CLEP is credit by examination by the College Level Examination Program Entrance Board tests in specific subjects, with such credit applicable toward a degree.

Continuing Education - A variety of subjects offered at numerous locations to members of the community in short non-credit courses, with the nominal expense to the student.

Co-requisite - A course which must be taken concurrently with another course.

Counseling - A service offered through experienced counselors to assist the student in decision making and problem solving both academic and personal.

Credit by Examination - College credit in specified subjects granted by successful completion of national or local tests.

Credit Hour - A semester hour of credit usually equal to the number of hours per week the class meets per term. There are a number of exceptions.

Credit in Escrow - Earned college credits held in escrow until the student graduates from high school. Up to six semester hours of college courses may be taken each term. Such credits will not be used to satisfy high school diploma requirements and the student must pay for books and any appropriate fees.

Drop Date - The last day on which a class may be dropped to receive a "W" (withdrawal) on a transcript. After this date, a student will receive an XF (withdrawal/failing).

Dual Enrollment - Enrollment at two educational institutions concurrently. Usually occurring during high school years.

Early Admission - By special approval, high school seniors may enroll in college classes for credit prior to their high school graduation, with the credits later applicable toward a college degree.

Fee - A non-refundable financial charge for services rendered, as for admission, laboratory, special tests and graduation.

Full-Time Student - Enrollment for twelve (12) or more

semester hours in Terms I and II, or six (6) or more semester hours in Term IIIA or IIIB.

General Education - Thirty-six (36) semester hours of basic liberal arts courses required as foundation in the university parallel Associate of Arts Degree program.

Grade - Alphabetical measure of academic success ranging from superior to failure. (see College Catalog for Grading Policy)

Grade Point - The value ranging from 4 to 0 for grades "A" to "F" for all courses attempted, used in determining an academic average.

Grade Point Average (GPA) - The decimal figure which results when the total number of semester hours attempted is divided by quality points earned. The range is 4.0 downward.

Graduation Evaluation - Every student is required to have a graduation evaluation one term prior to graduation. A graduation evaluation is done by the counseling office to assure that all of the requirements have been fulfilled. Students are responsible for making the arrangements to have this evaluation done. A computerized graduation evaluation may be obtained any term from an advisor and is recommended.

Grant - Funds awarded for college expenses to qualified students in financial need.

HPRD - Health, Physical Education, Recreation and Dance.

Independent Study - Capable students may acquire course credit at their own rate through non-classroom student-faculty interaction.

Learning Resources - The department designed to aid in student studies. Learning Resources provides such services as learning labs, media production, closed circuit television, audio-visual services and tutoring.

Major - The academic program a student chooses to pursue based on their personal and career goals for the future. Students who are undecided about a major should consult an academic advisement counselor or a career counselor for guidance.

Non-Credit - A course which no college credit can be granted.

Open College - The department which offers courses through TV, Radio, Newspaper, and Independent Study.

Part-Time Student - Enrollment for less than twelve (12) semester hours in Terms I or II, or less than six (6) hours in Terms IIIA or IIIB.

Pre-requisite - A course that must be satisfactorily completed before taking the next higher level in a related course.

Project AHEAD - Army Help for Education and Development by which U.S. Army personnel are provided admission, counseling, and credit repository to continue their education, even at several institutions.

Provisional Student - One seeking a degree who has not met all the necessary requirements of admission.

Quality Points - The value obtained by multiplying the grade point by the number of semester hours.

Residency - To qualify for in-state tuition a student must sign a notarized statement as to having resided in the State of Florida twelve (12) calendar months prior to the start of classes.

Scholarships - Financial assistance via tuition and fee payment granted by donors to certain qualified recipients, usually for some specified purpose.

Self-Advisement - A student chooses which classes to take without consulting an academic advisor. STUDENTS CHOOSING THIS OPTION ASSUME FULL RESPONSIBILITY FOR ANY ERRORS.

Semester - Half of a normal school year; the usual college year has two semesters, Fall and Spring, usually 16 weeks in length.

Semester Hour - See "Credit Hour."

Special Services - A federally funded program providing support, counseling, testing, tutoring and other services to students qualified due to educational, economic, cultural, language or physical disadvantage.

Special Student - Students who do not have a high school diploma or GED.

Student Classification - Full-time or part-time, university parallel or career, regular or special, freshman or sophomore, etc.

Student I.D. - The "Fee Card," received after payment of fees, is the most common form of identification.

Student Load - Number of semester hours carried each term.

Study Hours - Normally a minimum of two hours of study is required before each class meets.

Summer Term - The summer term is divided into Terms IIIA and IIIB which are approximately six (6) weeks in length.

T.B.A. - To Be Arranged.

Transcript - Official record in Registrar's Office of all college courses taken by the student.

Transfer Student - One who comes from or goes to another educational institution to complete degree requirements and major course work.

Transient Student - One taking a limited number of classes at one institution to complete degree requirements and major course work at another institution.

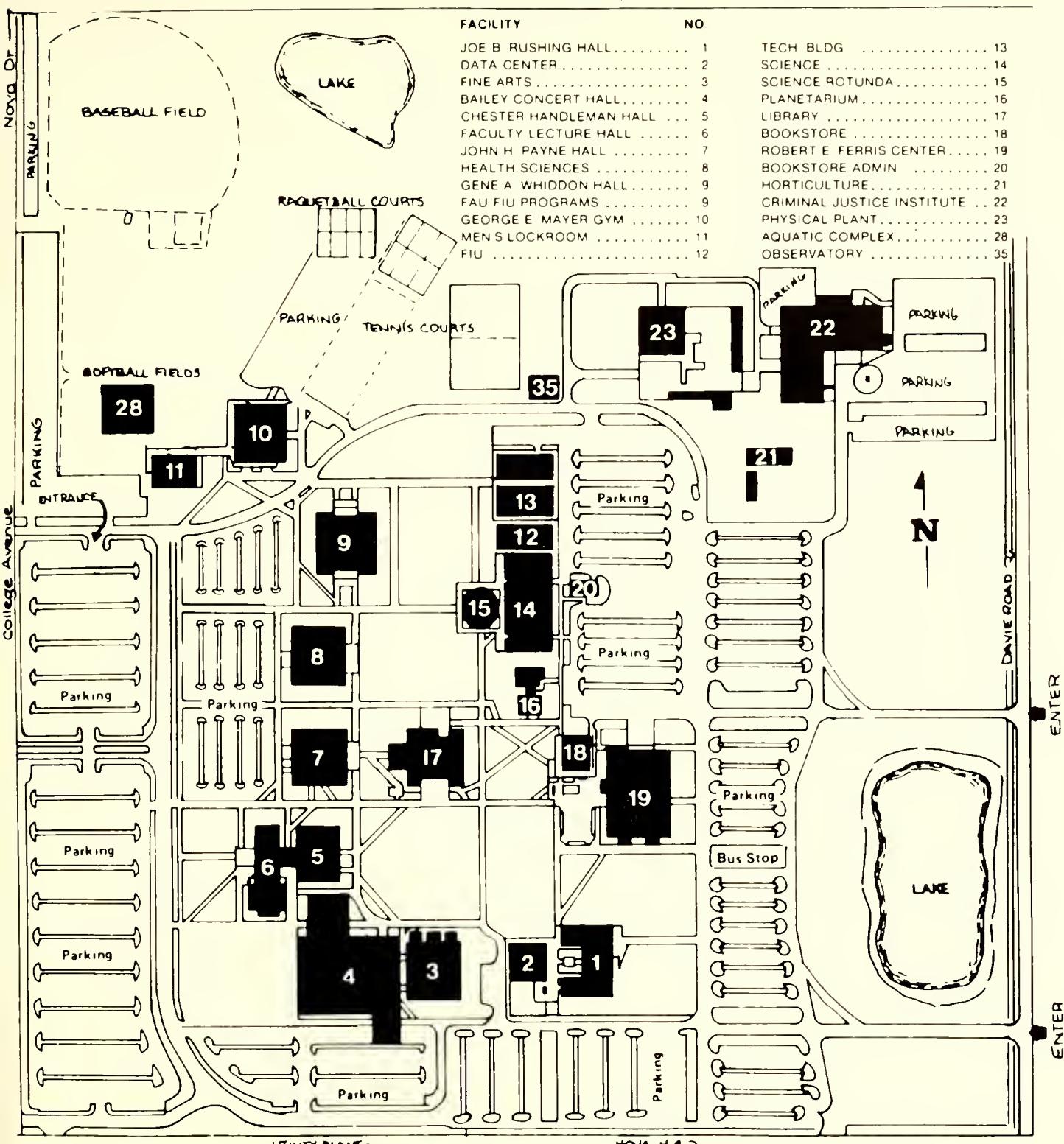
Tuition - Financial charge for each credit hour of instruction.

University Parallel - Courses of study leading to Associate of Arts and advanced degrees requiring general education and usually, certain pre-professional subjects.

Withdrawal - Removal from a class and or college via completion of proper forms in the Registrar's Office.

STATE RD. 84 ↑

FLORIDA TURNPIKE →

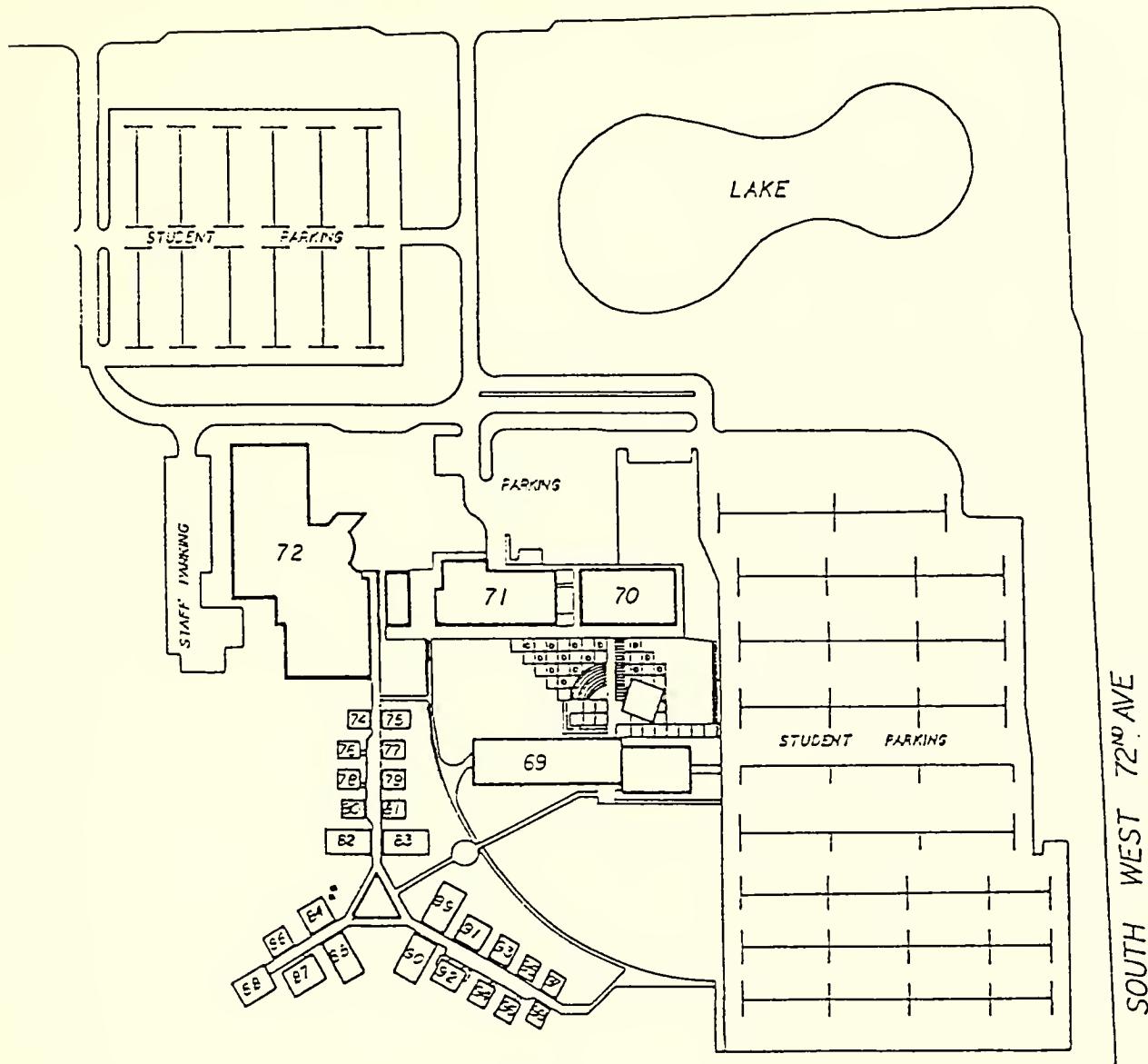


CENTRAL

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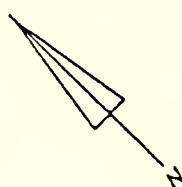


LEGEND

- 69 - CLASSROOM BUILDING
- 70 - TECHNICAL CLASSROOM
- 71 - SCHLESINGER HALL
- 72 - SO REGIONAL LIBRARY
- 74-98 MODULAR CLASSROOM



JUDSON A. SAMUELS CAMPUS
SITE 30 / SOUTH CAMPUS / PEMBROKE PINES





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